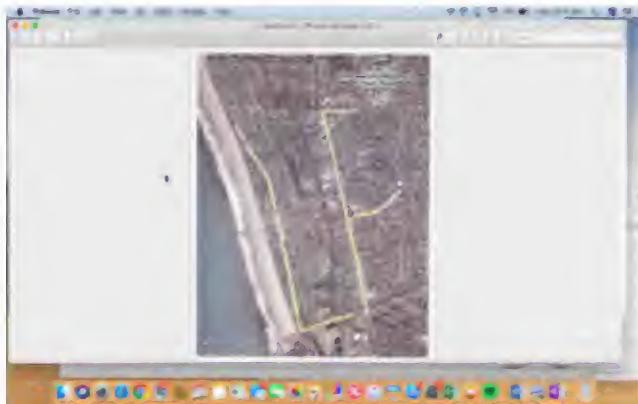


Cc: Ann Yang[anny@hermosabch.org]; City Council[citycouncil@hermosabch.org]; Ken Robertson[krobertson@hermosabch.org]; Glen Kau[gkau@hermosabch.org]; gary@mammet.net[gary@mammet.net]; walterbooty@outlook.com[walterbooty@outlook.com]
To: Records Request[recordsrequest@hermosabch.org]
From: tony higgins
Sent: Mon 12/3/2018 7:59:53 AM
Subject: Fwd: Public Records Request (PRR)
[Anthony Higgins request \(1\).pdf](#)
[Anthony Higgins request \(2\).pdf](#)
[Anthony Higgins 111418.pdf](#)
[CityBoundary on Herondo.pdf](#)

Dear City Clerk,

As part of a recent Public Records Request (PRR) related to the Hermosa Avenue Pavement Project I received the truck-route map that is pictured below.

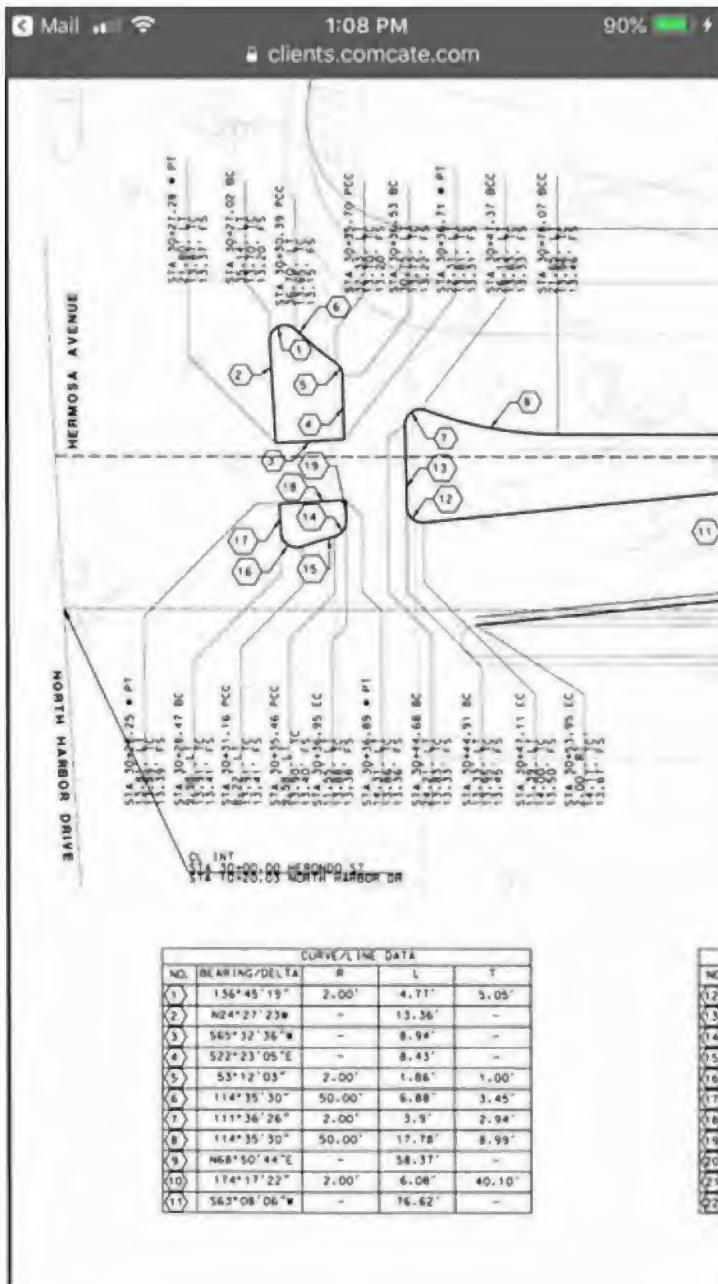


In order to better understand the city's truck-route plans going forward I request info on the following:

1. Any emails, documents or meeting notes that explain why the particular route pictured above was selected for the Hermosa Avenue pavement project.

Note: I'm specifically interested in information and documentation on safety, and/or quality of life factors that were considered in the selection of this route; not just the logistical reasons. (i.e. the availability of a convenient staging area).

2. Any information, documents or discussions shedding light on the maximum size of trucks that can use this route given the Herondo Island Berms depicted in the engineering drawing below;



Note: I am providing the engineering drawings from the HERONDO STREET HARBOR DRIVE GATEWAY IMPROVEMENT PROJECT, JOB NO. 40900 to assist the city of HB in determining effect of the berms on large delivery & construction truck traffic flow and route selection.

Note: This turn-radius and truck-traffic flow impact analysis probably should have done at the time Redondo shared the engineering plans with Hermosa Beach; but per my earlier PRR but apparently those records have been lost or the analysis was never done. See attached PRR.

3. Info on any potential or known problems the Herondo Island berms might pose for trucks using this route, that have been reported as a function of the Hermosa Ave Pavement project OR documented by city engineers, city officials, city contractors or mentioned by truck drivers using the above pictured Herondo Ave truck route.

NOTE: what I'm getting at: is Herondo a viable direct-route for large construction and big rig delivery trucks trucks even with the berms? This comes directly into play with the evaluation of the Plaza Hotel Project and its 7,500 truck trips.

4. The maximum dimensions and GVW of Hermosa Ave pavement project trucks using the above pictured route.

Note: this information also may come into play in the Plaza Hotel EIR Truck Route selection process so I believe it is a reasonable request especially if the berms are cited as a reason not to use Herondo.

5. Were any big rig-dump trucks (shown below) used in the Hermosa Ave Project and if so did they use Herondo for **ingress** to Hermosa Ave northbound?

*Note: these big-rig dump trucks seem to be the **new vehicle of choice** for residential and commercial demolition on the west side of Hermosa Beach so if the drivers don't want to use Herondo because of difficulty negotiating the berms it has a significant impact on truck flow.*



10:32 AM
November 13, 2018

6. I understand that issue of AVP truck routes have been referred by the city council to **both** the City Attorney & Community Resources to determine if they comport with the direct-route provisions of cvc35703 and HBMC 10.24.040.

In light of this I again request emails, notes or documents related to this council request as discussed in the 10/27/18 council meeting and info on any responses by any department to this request.

7. Any info on the effects the Herondo berms might have on the truck-route selection for future commercial or residential construction, delivery to the Hermosa Avenue or Plaza Area businesses OR the Truck-Route selection in support of future special events (e.g. fiesta or AVP).

8. Any info on discussions or plans to remove or modify the Herondo Berms to make them more truck-friendly.

9. A list of any citations that have been issued in the past year related to the no trucks signs on 27th.

Note: this goes to my many unanswered requests that the city council direct the HBPD to enforce the direct route laws for large delivery trucks that are now often using 27th as a truck-route to get to Hermosa Ave and Plaza Area businesses with impunity.

8. Any city documents or emails discussing the enforcement of the no trucks signs ON 27th and/or the direct-route laws in the past 3 years

Thank You
Anthony Higgins

Begin forwarded message:

From: Lucho Rodriguez <lrodriguez@hermosabch.org>
Date: November 26, 2018 at 11:03:32 AM PST
To: tony higgins <tony.higgins123@gmail.com>
Cc: Linda Abbott <labbott@hermosabch.org>, Elaine Doerfling <edoerfling@hermosabch.org>,
Lizanne Castillo <lcastillo@hermosabch.org>, Lucho Rodriguez
<lrodriguez@hermosabch.org>
Subject: Public Records Request (PRR)

Dear Mr. Higgins;

Please see the responses to your PRR below;

They frame the specific information I am requesting below:

1. All documentation on the justifications for the island berms on Herondo.
2. All documentation any studies to of the city-wide effect on truck flow as a consequence of the placement of these berms?
3. Documentation on any discussion by city engineers or city administration regarding the likely effect of these berms on the flow of truck traffic?
4. Any documentation or notifications given to the residents of 27th street about the changes in truck flow to 27th that were likely to be caused by the placement of these berms
5. All documentation on public hearings related to making 27th street a truck-route.
6. All documentation on discussions by city staff and the HBPD about making 27th street the primary truck-route the aforementioned businesses.
7. All documentation on when the city actually made the decision to use 27th street as the primary truck route for ingress to the aforementioned businesses.
8. Any documentation on cities efforts to address the safety concerns identified in the following safety assessment document , past, present or future.
9. Copy of the CEQD Negative-Finding for the Herondo Island-Berm project.

RESPONSE:

1. No records found
2. No records found
3. No records found
4. No records found
5. No records found
6. No records found
7. No records found
8. No records found
9. No records found

I also request any memos on record discussing whether safety, health and/or quality of life studies related to truck traffic on 27th street as part of:

1. any of the pier avenue renovations in the past 25 years,
2. Any Herondo berm placement projects whether commissioned by the city of Hermosa or Redondo,
3. The recent Hermosa Avenue renovation to 14th street that included installing curb-extensions that restrict large trucks from turning right from Hermosa Avenue northbound.

RESPONSE:

1. No records found
2. No records found
3. No records found

Finally I request drawings showing how the berms overlay the city boundary line.

1. Attached is a GIS representation of the City boundary on Herondo Street.

Plans for the project which also show the boundary between the City of Hermosa Beach and City of Redondo Beach can be obtained from the City of Redondo Beach.

Regards,

Lucho Rodriguez, P.E., QSD
Deputy City Engineer
City of Hermosa Beach
1315 Valley Drive
Hermosa Beach, CA 90254-3885
310-318-0210

CIP 16-174
Hermosa Ave Resurfacing
Truck Route

Manhattan Ave

27th St

Gould Ave

Hermosa Ave

Artesia Blvd

Prospect Ave

Aramore Ave

Pacific Coast Hwy

Pier Ave

Valley Dr

Aviation Blvd

Hermosa Ave

8th St

2nd St

Herondo St

Aramore Ave

Valley Dr



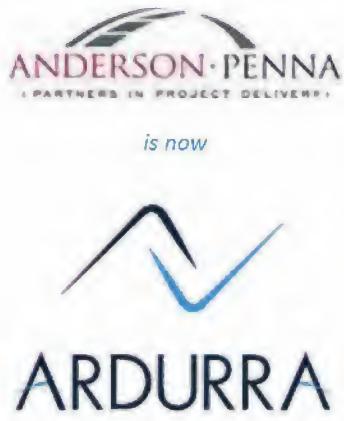
To: Lucho Rodriguez[lrodriguez@hermosabch.org]
Cc: Glen Kau[gkau@hermosabch.org]; Matt Steele[MSteele@hermosabch.org]; John Manly[jmanly@allamericanasphalt.com]; Edward Ryu[Eryu@allamericanasphalt.com]; Ben Johnson[bjohnson@allamericanasphalt.com]; Dustin Blackwell[dblackwell@andpen.com]; David Pressly[dpressly@andpen.com]; Leeanne Singleton[lsingleton@hermosabch.org]
From: John Wolitarsky
Sent: Mon 12/10/2018 2:42:35 PM
Subject: Hermosa Meeting Minutes #10
[Meeting 10 - Minutes.pdf](#)

Lucho,

Please find attached the minutes for construction progress meeting #10.

Let me know if you have any questions or require additional information.

Sincerely,



John A. Wolitarsky

Project Manager

jwolitarsky@andpen.com

O: 310.359.1203

M: 949.339.9154

1960 E. Grand Ave., Suite. 300, El Segundo, CA. 90245

www.ardurra.com

Note new logo and website!



Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 10

Minutes

Contractor: All American Asphalt

DATE: November 27, 2018

CONTRACT SUMMARY

NTP Date: September 17, 2018

Time	Working Days	Cost	Amount
Total Original Contract Time (working days):	80	Original Contract Amount	\$2,160,864.46
Approved non-compensable delay days:	0	Additional Amt. approved through CO No. __:	\$0
Additional Time Granted through C.O. No. __:	0	Total Current Contract Amount:	\$2,160,864.46
Total Current Contract Time (working days)	80	Value Processed through Pay Application #2:	\$313,335.42
Working Days elapsed through meeting date:	48	Liquidated Damages to Date)	\$0
Working Days Remaining	32		
Current Calculated Completion Date	01-18-2019	Balance to Complete:	\$1,847,529.04

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS								
A	Preliminary Matters:	N/A										
A.1	Introductions of Key Personnel & Sign-in Sheet	N/A										
A.2	Project Overview This project will consist of street improvements along Hermosa Avenue between 10 th St. and Greenwich Village Road consisting of the following: <ul style="list-style-type: none"> • Cold-milling 3.5 inches • Asphalt concrete (AC) leveling course • Pavement fabric • Removal and replacement of curb and gutter • Construction of PCC cross-gutters • Removal and replacement of curb ramps for ADA compliance • Install Decomark and Duratherm • Install bus shelters • Traffic signal modification • Construct bulbouts • Install street furniture • Signing and striping • Double adjust manholes? 	N/A										
A.3	Overview of Schedule & Working Hours: A start date for the project will be determined Construction Hours: A. Weekdays 8:00 AM to 6:00 PM. These are the standard working hours per the city's ordinance. All parties have concurred with the start time. City's Schedule: City Hall is closed every other Friday, but CM and Inspector are available. Holidays during this Contract are: <table> <tr> <td>Labor Day</td> <td>September 03, 2018</td> </tr> <tr> <td>Veterans Day</td> <td>November 12, 2018</td> </tr> <tr> <td>Thanksgiving</td> <td>November 22 & 23, 2018</td> </tr> <tr> <td>Holiday Construction Moratorium</td> <td>December 24, 2018 thru January 04, 2019</td> </tr> </table> -City has determined that no construction activities shall take place from December 24, 2018 through January 4, 2019 for Holiday Construction Moratorium.	Labor Day	September 03, 2018	Veterans Day	November 12, 2018	Thanksgiving	November 22 & 23, 2018	Holiday Construction Moratorium	December 24, 2018 thru January 04, 2019	N/A		
Labor Day	September 03, 2018											
Veterans Day	November 12, 2018											
Thanksgiving	November 22 & 23, 2018											
Holiday Construction Moratorium	December 24, 2018 thru January 04, 2019											

Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 10

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
A.4	<p>Chain of Communication & Emergency Contacts.</p> <p>City: Lucho Rodriguez, P.E. Deputy City Engineer 1315 Valley Drive Hermosa Beach 90254 lrodriguez@hermosabch.org</p> <p>Construction Manager: John A. Wolitarsky Anderson Penna Partners, Inc. 1960 E. Grand Avenue, Suite 300 El Segundo, CA 90245 Cell: (949) 339-9154 jwolitarsky@andpen.com</p> <p>Contractor: Ben Johnson Public works Foreman All American Asphalt. 400 East Sixth Street Corona, CA. 92879 Phone: (951) 232-3953 Email: Bjohnson@allamericanasphalt.com</p>	N/A		
A.5	<p>Contractor's Representative</p> <p>To be determined Public Works Foreman will be the contractor's representative and will be the point of contact for the project</p> <p>-Identify Individual and obtain contact information.</p>	AAA		
A.6	<p>Meeting Minute Format</p> <p>The meeting minutes will follow the format of the meeting agenda and will include a list of all meeting attendees. The meeting minutes will also include any required actions and their associated deadlines and the status of each item. As-built will be discussed every week</p>	APP		
B	Local Services & Permit Coordination			
B.1	<p>City of Hermosa Beach Encroachment Permit and City license required</p> <p>-Notice with city</p>	AAA		
B.2	<p>Police</p> <p>The Police must be notified of any work that affects their operations or the roadways.</p>	AAA	As Applicable	
B.3	<p>Fire / EMT/Hospital</p> <p>The Fire Department must be notified of any work that affects their operations or the roadways.</p>	AAA, APP	As Applicable	
B.4	<p>Street Sweeper</p> <p>City to halt street sweeping at construction areas.</p>	City		
C	Utility Coordination			
C.1	<p>Water</p> <p>All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
C.2	<p>Electrical</p> <p>All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
C.3	<p>Sewer</p> <p>All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
C.4	<p>Phone / Data</p> <p>All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
D	Public Relations and Notifications		ONGOING	
D.1	<p>Construction Notices / Public Notifications / Flyers/ CMS Sign(s)</p> <ul style="list-style-type: none"> Three CMS Signs at project beginning: one at each end of project section (two provide by AAA and one purchased by City) Notification for work on the strand distributed 	AAA / City / APP AAA / City / APP	ASAP	

Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 10

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
D.2	<p>PR Mitigation Measures Daily clean-up of project, with special care that nothing is left unfinished over a weekend.</p> <ul style="list-style-type: none"> Logged in mural complaint at 17th Street by homeowner. AAA to mitigate. -Complete Construction Notice for work along Strand to be prepared and approved by PW/City Manager's office prior to distribution. 	City	N/A	
D.3	<p>Truck Route Approved truck route given to contractor (see attached to Meeting No 2)</p>	AAA	ONGOING	
E	Safety & Security			
E.1	Health & Safety Plan (HASP)	AAA		
E.2	<p>Traffic Safety / Control Devices/ Signs The current WATCH Manual must be used for traffic safety, control devices, and signs as per S-1.05</p>	AAA		
E.3	Trench Safety & Shoring	N/A		
E.4	Security	AAA		
F	Contract Administration			
F.1	<p>NTP Notice to Perform start date was September 17, 2018</p>			CLOSED
F.2	<p>Establishment of Contract Time and Completion Date Estimated project end date is January 18, 2019.</p>			
F.2.1	Liquidated Damages: \$1,000.00 per Day			
F.3	<p>Schedule – Contractor's Project Schedule Revised schedule submitted and being reviewed. It was requested that AAA revise schedule to reflect ramp locations. -AAA to submit revised schedule by end of day, Oct 16. Revised schedule is received but needs to match the 2 week look ahead schedule. AAA to revise and resubmit. -The revised schedule was again requested as well as traffic control plans for concrete work on the strand. -Strand traffic control plan submitted. To be reviewed and sent back to AAA. Strand traffic control plan approved -Sawcutting to continue on strand. Coordination with film crew at 10th Street to determine if Noise levels acceptable CPE to continue with signal pole foundations. -Need an updated schedule from AAA</p>	AAA	ASAP	
F.4	<p>Look Ahead / Progress Schedule Updates Weekly look-aheads must be provided and the progress schedule must be updated on a monthly basis. 2-week look ahead was submitted and will be uploaded to City's website (see attached) -Comments made about concrete placement at Foundations for street light poles and max height of placement to be 5 feet from the bottom. Question about the use of corrugated metal pipe. RFI to be prepared.</p>	AAA	Weekly	
F.5	Sub-contracts –			
F.5.1	Subcontractor List			
F.5.2	Written approval required for substitution.			

Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 10

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
F.6	Documentation and tracking controls			
F.6.1	Protocol: All communications shall be through Construction Manager John Wolitarsky	All		
F.6.2	Naming Convention: All email subject lines must start with "CIP 16-174 –" and then include the topic of the email.			
F.6.3	Photo / Video Documentation: A photo and video survey is required prior to the start of construction.	AAA	Prior to Construction	
G	Contract Compliance			
G.1	Paperwork and Reporting requirements: Contractor's Daily Reports – must report daily manpower, equipment and materials (delivery tickets). Prior week submitted each Monday to John Wolitarsky (electronic submittal preferred). <i>Hours and classifications must match certified payrolls exactly.</i>	AAA	Completed Daily, Submitted Weekly	
G.1.1	Certified Payrolls Contractor to submit weekly by mail to Project CM <ul style="list-style-type: none"> • CPRs are being submitted weekly. 	AAA,	Ongoing	
I	Change Orders – See PCO Log (None to date):			
I.1	Process for Change Order Requests An RFI must be submitted regarding the item or work of concern, and then a CO must be requested. A CO must be approved in order to receive payment. If work is completed prior to a CO being finalized and approved, there will be no payment for that work. <ul style="list-style-type: none"> • Awaiting price for additional work on Pier. AAA to submit 10-25-16. 	AAA, City, APP		
I.2	Claims and Protests Notification Requirements			
I.3	No CO / No Payment			
J	Submittals – See Submittal Log			
J.1	Transmission of Submittals: Transmission of submittals will continue as it has been. -2 submittals for Duratherm: discussed, pending Duratherm questions and will provide contractor with guidance soon. -Traffic Poles -Bus Shelter – Transportation companies using Hermosa Ave have been notified of construction -Trash Bins -Fire Hydrants -Cage submittal for street signal pole foundation not approved. CPE Inc. alerted and working anyway. -Re-Sent Cage submittal to engineer of record for review/approval. -City engineer claims CPE bent cage rebar in the field.	AAA		
J.2	Installation at Contractor's Risk Any installations completed prior to the approval of a submittal are installed at the Contractor's risk.	AAA		
K	RFI's – See RFI Log			
K.1	RFI Process: RFI's must be submitted to the Construction Manager, John Wolitarsky, who will coordinate the response to the RFI. A current RFI log was distributed at this meeting.	AAA, APP		



Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 10

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
L	Project Payments			
L	Progress / Final Payments The contractor shall be entitled to full payment of only the actual quantities of contract items constructed in accordance with the plans and specifications. No payment will be made for materials on hand but not incorporated in the work. The contractor should refer to the "Progress Payments and Retention" section of the Contract for the Progress Payment Schedule. -Payment Application #2 submitted. City Engineer to process.			
L.1	Schedule of Values: Per bid schedule	AAA		
L.2	Quantity Measurement: Quantity measurements must be agreed upon by the Contractor, Inspector and Construction Manager on a monthly basis prior to progress payments.	AAA City APP	Monthly	
L.3	Documentation Requirements There will be a checklist of requirements that the Contractor must fulfill prior to approval of monthly progress applications, such as: certified payroll, as-built mark-ups, updated progress schedule, approved traffic control, clean work areas, agreement on status of change orders, etc.	AAA APP		
L.3.1	<ul style="list-style-type: none"> • City backup requirements • Material Delivery Tickets: • Lien Releases: • T&M Items • CPRs and Other Monthly Reporting Documents 			
L.3.2	As-Builts: As-builts must be updated and approved by the City Construction Manager on a weekly basis, and a final set of as-built drawings must be submitted prior to filing the Notice of Completion. As-Builts will be discussed at the weekly Progress Meetings. AAA will bring copy to next weekly meeting.	AAA	Weekly	
L.3.3	Final Payment / Release of Retention			
M	Field Operations and Quality Control			
M.1	NPDES Compliance Water pollution control and other environmental issues shall conform to Section 7-1.01 of the General Provisions. In addition, the contractor shall comply with the BMP Package submitted to and approved by the City.	AAA		
M.2	Construction and Demolition Waste Management Plan An approved construction and demolition waste management plan must be followed.	AAA		
M.4	Project Site Maintenance The project site must be maintained and cleaned on a daily basis since the facility is in use during construction.	AAA		
M.5	Construction Staging Areas AAA has obtained staging area from Edison	AAA		Closed
M.6	Survey Monuments per S-1.19 – CC survey, include strand	AAA		
M.7	Inspection and Testing All inspection and testing must be completed and must be shown on the project schedule. -Project inspector to call for inspection when required.	City		
M.7.1	Call-out Requirements 72-hour notice is required for call-outs.	AAA		

Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 10

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
N	Project Closeout			
N.1	As-Builts: The Contractor shall maintain and submit "As Built" drawings to the City prior to filing of Notice of Completion. All "As Built" changes shall be maintained on one master copy and approved and initialed <u>weekly</u> by the City Construction Manager prior to implementation in the field.	AAA		
O	Questions / Comments / Contractor's Items for Discussion <ul style="list-style-type: none"> City expressed displeasure with workmanship of curb ramps and requested removal and replacement of 4 to 5 ramps. Todd from AA will field verify after meeting. (These ramps to be re-constructed next week) -City will let AAA know which ramps are unacceptable AAA requested final direction on strand concrete color and concrete finish required. City/APP has provided direction. City may remove Duratherm from the project Parking meter at 15th needs to be sacked with "No Parking" sign (City to undertake work) City engineer wants 12"x12" mock up of proposed concrete finish at the strand prior to starting work. -Mock-up will be ready for review on 12-11-2018 City inquired on best time for tree trimming along Hermosa. City will schedule for 11-15 to 11-16, 2018 -Work has been completed 	N/A		
Z	WEEKLY/BI-WEEKLY MEETINGS:			
Z.1	Next Construction Progress Meeting: To be determined	ALL		

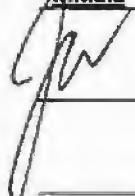


**City of Hermosa Beach
Hermosa Avenue Pavement Resurfacing Project
Construction Progress Meeting 10**



SIGN IN LOG

DATE: November 27, 2018

Initials	Name	Title	Office/Affiliation	Phone	Cell Number	EMAIL
	John Wolitarsky		Anderson Penna Partners	949-339-9154		jwolitarsky@andpen.com
	John Manly		All American Asphalt	951-553-8354		jmanly@allamericanasphalt.com
	Ben Johnson		All American Asphalt	951-232-3953		bjohnson@allamericanasphalt.com
	Jorge Rangel		All American Asphalt	951-570-3021		
	Todd Simon		All American Asphalt	951-757-8064		tsimon@allamericanasphalt.com
	Lucho Rodriguez		City of Hermosa Beach	310-318-0210		lrodriguez@hermosabch.org
	David Pressly		Anderson Penna Partners	949 4193 82		dpressly@andpen.com
	Glen Kau		City of Hermosa Beach			gkau@hermosabch.org
	Edward Ryu		All American Asphalt	858-776-8840		eryu@allamericanasphalt.com
	Matt Steele		City of Hermosa Beach	310-318-0208		msteele@hermosabch.org



**City of Hermosa Beach
Hermosa Avenue Pavement Resurfacing Project
Construction Progress Meeting 10**



DATE: November 27, 2018

SIGN IN LOG

Cc: City Council[citycouncil@hermosabch.org]; Glen Kau[gkau@hermosabch.org]; Ann Yang[anny@hermosabch.org]; gary@mammet.net[gary@mammet.net]; walterbooty@outlook.com[walterbooty@outlook.com]; ryan@easyreadernews.com[ryan@easyreadernews.com]
To: Suja Lowenthal[suja@hermosabch.org]
From: tony higgins
Sent: Wed 10/31/2018 9:18:32 AM
Subject: Hermosa Ave Project. Specified Truck Route NOT being Followed
[Meeting 01 - PreCon_Minutes_Rev 1.pdf](#)
[Meeting 02 - Minutes.pdf](#)

Rc: Hermosa Avenue Pavement Project 9/25/2018 Meeting Minutes - attached.

Contractor: All American Asphalt

Dear Ms Lowenthal,

The following image from the 9/25 Public Works / All American Asphalt meeting minutes shows the approved truck route for the Hermosa Ave Pavement Project.

See minutes #2 at end of this thread.



Ms Lowenthal, please at the above approved truck route for the Hermosa Ave Project.

It is clear and unambiguous.

The trucks associated to this project are to use Herondo for ingress and egress.

Yet that is not what is happening.

For instance, yesterday, fully loaded 10 wheel dump trucks weighing over 30,000 lbs by my estimate were rolling up and down 27 all morning. For a couple of hours they were spaced about 5-10 minutes apart.

Even 60,000 lb cement trucks were rolling up 27th.

I sent you an email on that yesterday.

I've also sent at least 6 emails to Public Works on different days when **All American Asphalt Trucks** were heavily utilizing 27th instead of Herondo as required.

For the reasons I've documented ad-nauseam, the city is rolling the dice with our safety and health both on 27th and on Gould adjacent to Valley Park.

Why is the city continuing to allow All American Asphalt to break the agreement?

Why doesn't the City respond to any of my many complaints about this vendor over the past 6 or so weeks?

What specifically has the City done to stop this vendor's rogue activity?

Since **All American Asphalt** is clearly breaking its agreement with the city can we at least get the police to talk to the contractor and inform them that if they continue to ignore the **agreement to use Herondo for ingress & egress** they will be cited by the HBPD and it's a **misdemeanor** offense.

Thank You

Anthony Higgins

Begin forwarded message:

From: Lizanne Castillo <lcastillo@hermosabch.org>
Date: October 15, 2018 at 6:07:33 PM PDT
To: "tony.higgins123@gmail.com" <tony.higgins123@gmail.com>
Cc: Lucho Rodriguez <lrodriguez@hermosabch.org>, Liz Zeigler <lzeigler@hermosabch.org>, Glen Kau <gkau@hermosabch.org>
Subject: FW: Public records request - Hermosa Ave Project

Hello,

Attached are the minutes for project meeting #2 of the Hermosa Repaving project CIP 16-174 where the project truck route was documented and the exhibit is attached.. At the previous Preconstruction meeting, the subject had been discussed verbally only and it is referred to on minutes #1.

This completes your public records request.

From: tony higgins <tony.higgins123@gmail.com>
Sent: Thursday, October 11, 2018 2:28 PM
To: Lizanne Castillo <lcastillo@hermosabch.org>
Cc: Glen Kau <gkau@hermosabch.org>
Subject: Public records request - Hermosa Ave Project

Hello Ms. Castillo

Do you have any sense of when the Hermosa Av pavement project public information request attached below will be filled?

Can I reserve the right to append it to my written comments on the Plaza Hotel project EIR due next Tuesday at some after the due date for written responses?

Please note the public info i receive may very well be relevant to both the ongoing Hermosa Av project and the Plaza Hotel EIR.

As long as I can append that info to my written response to the plaza EIR after its due date there is no urgency.

Thank You,

Anthony Higgins

To: Lucho Rodriguez[lrodriguez@hermosabch.org]
Cc: Glen Kau[gkau@hermosabch.org]; Matt Steele[MSteele@hermosabch.org]; John Manly[jmanly@allamericanasphalt.com]; Todd Simon[tsimon@allamericanasphalt.com]; Edward Ryu[Eryu@allamericanasphalt.com]; Dustin Blackwell[dbblackwell@andpen.com]; David Pressly[dpressly@andpen.com]
From: John Wolitarsky
Sent: Mon 11/26/2018 2:09:47 PM
Subject: Hermosa Beach, Hermosa Ave - Meeting 9 Minutes
[Meeting 09 - Minutes.pdf](#)

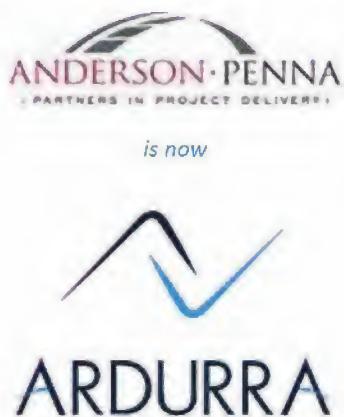
Lucho,

Please find attached for your information and records a copy of the minutes for construction progress meeting #9.

Also included is the sign-in sheet, look ahead schedule, and the approved traffic control plans for the Strand.

Should you have any questions or require additional information, please don't hesitate to contact me.

Sincerely,



John A. Wolitarsky
Project Manager
jwolitarsky@andpen.com
O: 310.359.1203
M: 949.339.9154
1960 E. Grand Ave., Suite. 300, El Segundo, CA. 90245
www.ardurra.com
Note new logo and website!



Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 9

Minutes

Contractor: All American Asphalt

DATE: November 13, 2018

CONTRACT SUMMARY

NTP Date: September 17, 2018

Time	Working Days	Cost	Amount
Total Original Contract Time (working days):	80	Original Contract Amount	\$2,160,864.46
Approved non-compensable delay days:	0	Additional Amt. approved through CO No. __:	\$0
Additional Time Granted through C.O. No. __:	0	Total Current Contract Amount:	\$2,160,864.46
Total Current Contract Time (working days)	80	Value Processed through Pay Application #1:	\$64,298.68
Working Days elapsed through meeting date:	40	Liquidated Damages to Date)	\$0
Working Days Remaining	40		
Current Calculated Completion Date	01-18-2019	Balance to Complete:	\$2,096,565.78

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS												
A	Preliminary Matters:	N/A														
A.1	Introductions of Key Personnel & Sign-in Sheet	N/A														
A.2	Project Overview This project will consist of street improvements along Hermosa Avenue between 10 th St. and Greenwich Village Road consisting of the following: <ul style="list-style-type: none"> • Cold-milling 3.5 inches • Asphalt concrete (AC) leveling course • Pavement fabric • Removal and replacement of curb and gutter • Construction of PCC cross-gutters • Removal and replacement of curb ramps for ADA compliance • Install Decomark and Duratherm • Install bus shelters • Traffic signal modification • Construct bulbouts • Install street furniture • Signing and striping • Double adjust manholes? 	N/A														
A.3	Overview of Schedule & Working Hours: A start date for the project will be determined Construction Hours: A. Weekdays 8:00 AM to 6:00 PM. These are the standard working hours per the city's ordinance. All parties have concurred with the start time. City's Schedule: City Hall is closed every other Friday, but CM and Inspector are available. Holidays during this Contract are: <table> <tr> <td>Labor Day</td> <td>September 03, 2018</td> </tr> <tr> <td>Columbus Day</td> <td>October 08, 2018</td> </tr> <tr> <td>Veterans Day</td> <td>November 12, 2018</td> </tr> <tr> <td>Thanksgiving</td> <td>November 22 & 23, 2018</td> </tr> <tr> <td>Christmas</td> <td>December 25, 2018</td> </tr> <tr> <td>New Year's Day</td> <td>January 01, 2019</td> </tr> </table>	Labor Day	September 03, 2018	Columbus Day	October 08, 2018	Veterans Day	November 12, 2018	Thanksgiving	November 22 & 23, 2018	Christmas	December 25, 2018	New Year's Day	January 01, 2019	N/A		
Labor Day	September 03, 2018															
Columbus Day	October 08, 2018															
Veterans Day	November 12, 2018															
Thanksgiving	November 22 & 23, 2018															
Christmas	December 25, 2018															
New Year's Day	January 01, 2019															



Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 9

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
A.4	<p>Chain of Communication & Emergency Contacts.</p> <p>City: Lucho Rodriguez, P.E. Deputy City Engineer 1315 Valley Drive Hermosa Beach 90254 lrodriguez@hermosabch.org</p> <p>Construction Manager: John A. Wolitarsky Anderson Penna Partners, Inc. 1960 E. Grand Avenue, Suite 300 El Segundo, CA 90245 Cell: (949) 339-9154 jwolitarsky@andpen.com</p> <p>Contractor: Ben Johnson Public works Foreman All American Asphalt. 400 East Sixth Street Corona, CA. 92879 Phone: (951) 232-3953 Email: Bjohnson@allamericanasphalt.com</p>	N/A		
A.5	<p>Contractor's Representative</p> <p>To be determined Public Works Foreman will be the contractor's representative and will be the point of contact for the project</p> <p>-Identify Individual and obtain contact information.</p>	AAA		
A.6	<p>Meeting Minute Format</p> <p>The meeting minutes will follow the format of the meeting agenda and will include a list of all meeting attendees. The meeting minutes will also include any required actions and their associated deadlines and the status of each item. As-built will be discussed every week</p>	APP		
B	Local Services & Permit Coordination			
B.1	<p>City of Hermosa Beach Encroachment Permit and City license required</p> <p>-Notice with city</p>	AAA		
B.2	<p>Police</p> <p>The Police must be notified of any work that affects their operations or the roadways.</p>	AAA	As Applicable	
B.3	<p>Fire / EMT/Hospital</p> <p>The Fire Department must be notified of any work that affects their operations or the roadways.</p>	AAA, APP	As Applicable	
B.4	<p>Street Sweeper</p> <p>City to halt street sweeping at construction areas.</p>	City		
C	Utility Coordination			
C.1	<p>Water</p> <p>All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
C.2	<p>Electrical</p> <p>All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
C.3	<p>Sewer</p> <p>All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
C.4	<p>Phone / Data</p> <p>All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
D	Public Relations and Notifications		ONGOING	
D.1	<p>Construction Notices / Public Notifications / Flyers/ CMS Sign(s)</p> <ul style="list-style-type: none"> Three CMS Signs at project beginning: one at each end of project section (two provide by AAA and one purchased by City) 	AAA City APP	ASAP	

Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 9

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
D.2	<p>PR Mitigation Measures Daily clean-up of project, with special care that nothing is left unfinished over a weekend.</p> <ul style="list-style-type: none"> Logged in mural complaint at 17th Street by homeowner. AAA to mitigate. -Complete Construction Notice for work along Strand to be prepared and approved by PW/City Manager's office prior to distribution. 	City	N/A	
D.3	<p>Truck Route Approved truck route given to contractor (see attached to Meeting No 2)</p>	AAA	ONGOING	
E	Safety & Security			
E.1	Health & Safety Plan (HASP)	AAA		
E.2	<p>Traffic Safety / Control Devices/ Signs The current WATCH Manual must be used for traffic safety, control devices, and signs as per S-1.05</p>	AAA		
E.3	Trench Safety & Shoring	N/A		
E.4	Security	AAA		
F	Contract Administration			
F.1	<p>NTP Notice to Perform start date was September 17, 2018</p>			CLOSED
F.2	<p>Establishment of Contract Time and Completion Date Estimated project end date is January 18, 2019.</p>			
F.2.1	Liquidated Damages: \$1,000.00 per Day			
F.3	<p>Schedule – Contractor's Project Schedule Revised schedule submitted and being reviewed. It was requested that AAA revise schedule to reflect ramp locations. -AAA to submit revised schedule by end of day, Oct 16. Revised schedule is received but needs to match the 2 week look ahead schedule. AAA to revise and resubmit. -The revised schedule was again requested as well as traffic control plans for concrete work on the strand. -Strand traffic control plan submitted. To be reviewed and sent back to AAA. Strand traffic control plan approved -Revised schedule submitted prior to meeting. Discussed possibility of moving up concrete demo work on strand. AAA to verify notifications required prior to strand improvements starting. Notifications to be prepared by APP and reviewed by PW/City Manager's Office.</p>	AAA	ASAP	
F.4	<p>Look Ahead / Progress Schedule Updates Weekly look-aheads must be provided and the progress schedule must be updated on a monthly basis. 2-week look ahead was submitted and will be uploaded to City's website (see attached) -Comments made about concrete placement at Foundations for street light poles and max height of placement to be 5 feet from the bottom. Question about the use of corrugated metal pipe. RFI to be prepared.</p>	AAA	Weekly	
F.5	Sub-contracts –			
F.5.1	Subcontractor List			
F.5.2	Written approval required for substitution.			

Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 9

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
F.6	Documentation and tracking controls			
F.6.1	Protocol: All communications shall be through Construction Manager John Wolitarsky	All		
F.6.2	Naming Convention: All email subject lines must start with "CIP 16-174 –" and then include the topic of the email.			
F.6.3	Photo / Video Documentation: A photo and video survey is required prior to the start of construction.	AAA	Prior to Construction	
G	Contract Compliance			
G.1	Paperwork and Reporting requirements: Contractor's Daily Reports – must report daily manpower, equipment and materials (delivery tickets). Prior week submitted each Monday to John Wolitarsky (electronic submittal preferred). <i>Hours and classifications must match certified payrolls exactly.</i>	AAA	Completed Daily, Submitted Weekly	
G.1.1	Certified Payrolls Contractor to submit weekly by mail to Project CM <ul style="list-style-type: none"> • CPRs are being submitted weekly. 	AAA,	Ongoing	
I	Change Orders – See PCO Log (None to date):			
I.1	Process for Change Order Requests An RFI must be submitted regarding the item or work of concern, and then a CO must be requested. A CO must be approved in order to receive payment. If work is completed prior to a CO being finalized and approved, there will be no payment for that work. <ul style="list-style-type: none"> • Awaiting price for additional work on Pier. AAA to submit 10-25-16. 	AAA, City, APP		
I.2	Claims and Protests Notification Requirements			
I.3	No CO / No Payment			
J	Submittals – See Submittal Log			
J.1	Transmission of Submittals: Transmission of submittals will continue as it has been. -2 submittals for Duratherm: discussed, pending Duratherm questions and will provide contractor with guidance soon. -Traffic Poles -Bus Shelter – Transportation companies using Hermosa Ave have been notified of construction -Trash Bins -Fire Hydrants -Cage submittal for street signal pole foundation not approved. CPE Inc. alerted and working anyway. -Re-Sent Cage submittal to engineer of record for review/approval. -City engineer claims CPE bent cage rebar in the field.	AAA		
J.2	Installation at Contractor's Risk Any installations completed prior to the approval of a submittal are installed at the Contractor's risk.	AAA		
K	RFI's – See RFI Log			
K.1	RFI Process: RFI's must be submitted to the Construction Manager, John Wolitarsky, who will coordinate the response to the RFI. A current RFI log was distributed at this meeting.	AAA, APP		



Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 9

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
L	Project Payments			
L	Progress / Final Payments The contractor shall be entitled to full payment of only the actual quantities of contract items constructed in accordance with the plans and specifications. No payment will be made for materials on hand but not incorporated in the work. The contractor should refer to the "Progress Payments and Retention" section of the Contract for the Progress Payment Schedule. -Payment Application #1 submitted. City Engineer to process.			
L.1	Schedule of Values: Per bid schedule	AAA		
L.2	Quantity Measurement: Quantity measurements must be agreed upon by the Contractor, Inspector and Construction Manager on a monthly basis prior to progress payments.	AAA City APP	Monthly	
L.3	Documentation Requirements There will be a checklist of requirements that the Contractor must fulfill prior to approval of monthly progress applications, such as: certified payroll, as-built mark-ups, updated progress schedule, approved traffic control, clean work areas, agreement on status of change orders, etc.	AAA APP		
L.3.1	<ul style="list-style-type: none"> • City backup requirements • Material Delivery Tickets: • Lien Releases: • T&M Items • CPRs and Other Monthly Reporting Documents 			
L.3.2	As-Builts: As-builts must be updated and approved by the City Construction Manager on a weekly basis, and a final set of as-built drawings must be submitted prior to filing the Notice of Completion. As-Builts will be discussed at the weekly Progress Meetings. AAA will bring copy to next weekly meeting.	AAA	Weekly	
L.3.3	Final Payment / Release of Retention			
M	Field Operations and Quality Control			
M.1	NPDES Compliance Water pollution control and other environmental issues shall conform to Section 7-1.01 of the General Provisions. In addition, the contractor shall comply with the BMP Package submitted to and approved by the City.	AAA		
M.2	Construction and Demolition Waste Management Plan An approved construction and demolition waste management plan must be followed.	AAA		
M.4	Project Site Maintenance The project site must be maintained and cleaned on a daily basis since the facility is in use during construction.	AAA		
M.5	Construction Staging Areas AAA has obtained staging area from Edison	AAA		Closed
M.6	Survey Monuments per S-1.19 – CC survey, include strand	AAA		
M.7	Inspection and Testing All inspection and testing must be completed and must be shown on the project schedule. -Project inspector to call for inspection when required.	City		
M.7.1	Call-out Requirements 72-hour notice is required for call-outs.	AAA		

Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 9

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
N	Project Closeout			
N.1	As-Builts: The Contractor shall maintain and submit "As Built" drawings to the City prior to filing of Notice of Completion. All "As Built" changes shall be maintained on one master copy and approved and initialed <u>weekly</u> by the City Construction Manager prior to implementation in the field.	AAA		
O	Questions / Comments / Contractor's Items for Discussion <ul style="list-style-type: none"> City expressed displeasure with workmanship of curb ramps and requested removal and replacement of 4 to 5 ramps. Todd from AA will field verify after meeting. (These ramps to be re-constructed next week) -City will let AAA know which ramps are unacceptable AAA requested final direction on strand concrete color and concrete finish required. City/APP has provided direction. City may remove Duratherm from the project Parking meter at 15th needs to be sacked with "No Parking" sign (City to undertake work) City engineer wants 12"x12" mock up of proposed concrete finish at the strand prior to starting work. City inquired on best time for tree trimming along Hermosa. City will schedule for 11-15 to 11-16, 2018 	N/A		
Z	WEEKLY/BI-WEEKLY MEETINGS:			
Z.1	Next Construction Progress Meeting: Tuesday, November 27, 2018 at 10:00 AM	ALL		



**City of Hermosa Beach
Hermosa Avenue Pavement Resurfacing Project
Construction Progress Meeting 09**



SIGN IN LOG

DATE: November 13, 2018

Initials	Name	Title	Office/Affiliation	Phone	Cell Number	EMAIL
<i>JW</i>	John Wolitarsky		Anderson Penna Partners	949-339-9154		jwolitarsky@andpen.com
	John Manly		All American Asphalt	951-553-8354		jmanly@allamericanasphalt.com
<i>BJ</i>	Ben Johnson		All American Asphalt	951-232-3953		bjohnson@allamericanasphalt.com
	Jorge Rangel		All American Asphalt	951-570-3021		
	Todd Simon		All American Asphalt	951-757-8064		tsimon@allamericanasphalt.com
<i>LR</i>	Lucho Rodriguez		City of Hermosa Beach	310-318-0210		irodriguez@hermosabch.org
<i>DP</i>	David Pressly		Anderson Penna Partners	949 4169382		dpressly@andpen.com
	Glen Kau		City of Hermosa Beach			gkau@hermosabch.org
<i>ER</i>	Edward Ryu		All American Asphalt	858-776-8840		eryu@allamericanasphalt.com
<i>MS</i>	Matt Steele		City of Hermosa Beach	310-318-0208		msteele@hermosabch.org

LS Leanne Singleton

*City of
Hermosa*



**City of Hermosa Beach
Hermosa Avenue Pavement Resurfacing Project
Construction Progress Meeting 09**



SIGN IN LOG

DATE: November 13, 2018

CURB RAMP SCHEDULE
TWO WEEK LOOK AHEAD CONSTRUCTION SCHEDULE



ALL AMERICAN ASPHALT
ALL AMERICAN AGGREGATES

T 951-736-7600 F 951-739-4671
P.O. BOX 2229, CORONA, CA 92878-2229
CONTRACTORS LICENSE #267073 AC12
DIR #1000001051

Submittal#022R1

November 9th, 2018

City of Hermosa Beach
Attn Lucho Rodriguez
1315 Valley Drive
Hermosa Beach, CA 90254-3885

RE: Hermosa Avene Pavement Resurfacing Project (10th Street to Greenwich Village Road)
CIP 16-174

Dear Mr. Rodriguez :

Enclosed you will find the following submittal for your review and approval regarding the above referenced project.

1. All American Asphalt : Traffic Control Plan for the Strand (Updated)

If you should have any questions or require any additional information, please feel free to contact Edward Ryu at (951) 736-7600 ext 215.

Thank you,

Edward Ryu
Estimator / Project Manager
0.951-736-7600 Ex215 C.951-757-8210



SHOP DRAWING / SUBMITTAL REVIEW

PROJ. NO.:	<u>CIP 16-174</u>	SUBMITTAL NO.:	<u>022 R1</u>
DATE:	<u>11-16-2018</u>		
		BY: <u>John A. Woltarsky</u>	
<input checked="" type="checkbox"/> NO EXCEPTION TAKEN		<input type="checkbox"/> NO EXCEPTION TAKEN - AS NOTED	
<input type="checkbox"/> SUBMIT SPECIFIED ITEM		<input type="checkbox"/> REVISE AND RESUBMIT	
<input type="checkbox"/> RECEIVED AND FILED		<input type="checkbox"/> REJECTED	

Review is only for general conformance with the design concept of the project and general conformance with the information included in the Contract Documents. Any action shown is subject to the requirements of the drawings and specifications. Contractor is responsible for: correlating and confirming dimensions at the job site; techniques of construction; coordination of its work with that of other trades; and performing work in a safe and satisfactory manner.

CONTRACTOR INSTRUCTIONS

- All traffic control devices shall conform to the latest edition of California Manual on Uniform Traffic Control Devices (CA MUTCD), and the Standard Specifications for Public Works latest edition.
- The City Engineer or his representative has the authority to initiate field changes to assure public safety.
- All traffic control devices shall be removed from view when not in use and by Friday end of work day, and before holidays.
- Work hours shall be restricted between 8:00 A.M. TO 6:00 P.M. unless approved otherwise.
- Trenches must be back filled or plated during non-working hours Monday thru Thursday only. No trenches or plates allowed after end of working day, Friday, or before a holiday.
- Pedestrian controls shall be provided as shown on the plans.
- Temporary "NO PARKING" signs will be posted 24 hours prior to commanding work.
- Access to driveways will be maintained at all times unless other arrangements are made.
- All strings removed or damaged, will be replaced by the contractor within 24 hours (or replaced with temporary tape).
- All workers shall be equipped with a class three vest (or a reflective vest at night). All flaggers shall also be equipped with a hard hat, C28 "Stop/Slow" paddle and shall be trained in the proper fundamentals of flagging traffic.
- Any work that disturbs normal traffic signal operations shall be coordinated with the Traffic Division, 48 hours prior to beginning of construction.
- The contractor shall maintain all traffic control devices 24 hours per day and Monday thru Thursday, all TC devices shall be removed by end of workday, Friday, or before a Holiday.

TEMPORARY TRAFFIC CONTROL PLANS CITY OF HERMOSA BEACH



NOTE:

- DURATION: SEE EACH PHASE.
- WORK PERFORMED IS FOR IMPROVEMENTS.
- WORK HOURS WILL BE FROM 8:00 A.M. TO 6:00 P.M.
- TWENTY FOUR HOUR CONTACT FOR THIS PROJECT WILL BE: BEN JOHNSON 951-232-3953.

TEMPORARY TRAFFIC CONTROL SIGN

PORTABLE CONE / WITH WHITE SLEEVE

DIRECTION OF TRAVEL

AREA OF CONSTRUCTION

LOCATION MAP

PROJECT
[Red box]



PROJECT NAME:
STRAND IMPROVEMENTS

PRIME CONTRACTOR:

ALL AMERICAN ASPHALT

PHONE:
951-736-7600



CITY OF HERMOSA BEACH
DEPARTMENT OF PUBLIC WORKS

RECOMMENDED BY:

ENGINEER, TRAFFIC DIVISION DATE APPROVED BY:
11-9-2018 30367
ACCOUNT # 12 REVISED TRAFFIC DIVISION DATE PERMIT ENGINEER
LOCATION: FONTANA OPERATIONS SUPPORT DIVISION DATE

NO.

DESCRIPTION OF REVISION

DATE

CITY

APPROVED

SEAL



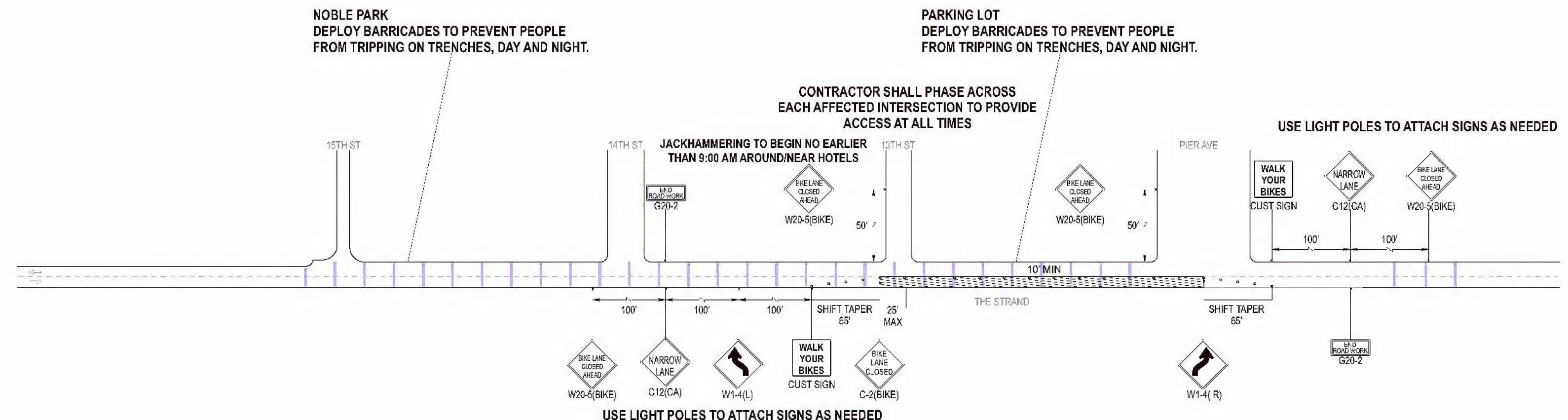
APPROVED BY:
TRAFFIC ENGINEER
DRAWN BY:
CRAIG JARED
PITTS ROBB
DESIGNED BY:
CRAIG JARED
PITTS ROBB
CHECKED BY:
CRAIG JARED
PITTS ROBB

DATE: _____
RCE NO. _____
RECOMMENDED
SHEET
1 OF 4
DRAWING NO
18 - 132-1

SEE SHEET ONE FOR CONTRACTOR NOTES

-CONTRACTOR SHALL PROVIDE LOCAL BUSINESS ACCESS AT ALL TIMES. PHASE AS NECESSARY

-DURATION: 01/14/2019 - 01/25/2019



-ACCESS TO RESTROOM SHALL BE MAINTAINED AT ALL TIMES PROVIDING SIGNAGE AS NEEDED.

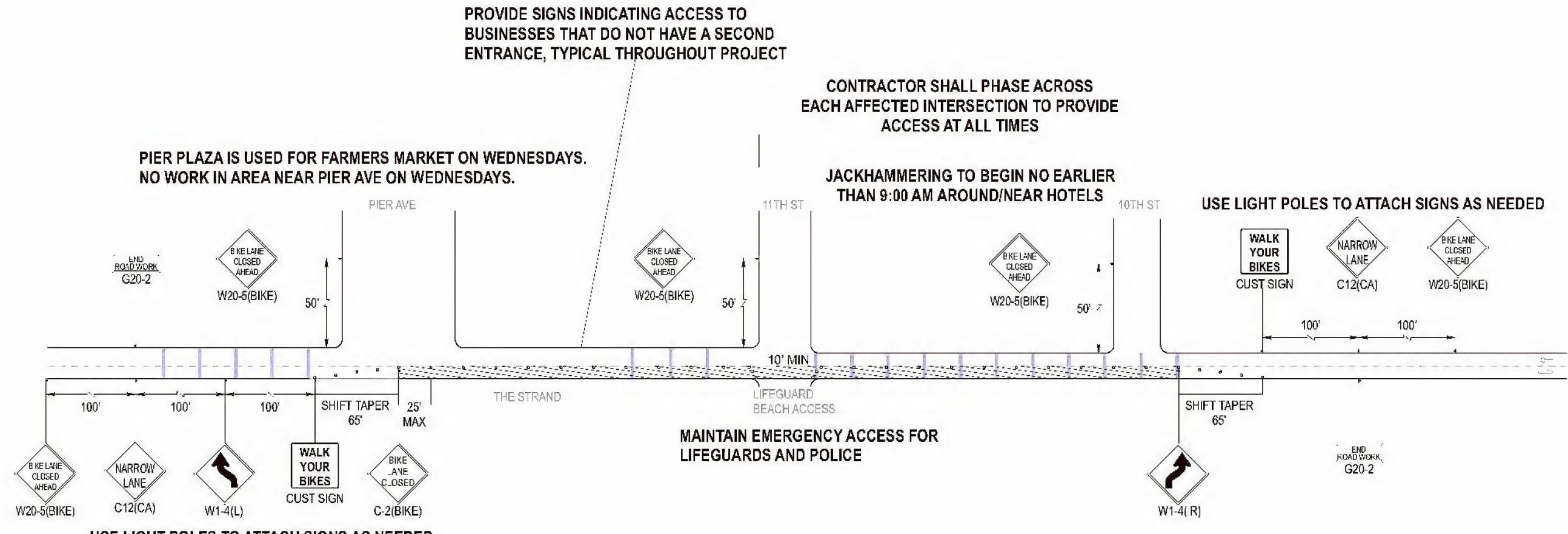
-CLOSE OFF BEACH ACCESS LOCATIONS WITH SIGNAGE AND DELINEATORS WHEN WORKING ON THAT SIDE.

-USE DELINEATORS WITH CAUTION TAPE TO CLOSE STREET ACCESS.

SEE SHEET ONE FOR CONTRACTOR NOTES

-CONTRACTOR SHALL PROVIDE LOCAL BUSINESS ACCESS AT ALL TIMES. PHASE AS NECESSARY

-DURATION: 01/21/2019 - 02/04/2019



-ACCESS TO RESTROOM SHALL BE MAINTAINED AT ALL TIMES PROVIDING SIGNAGE AS NEEDED.

-CLOSE OFF BEACH ACCESS LOCATIONS WITH SIGNAGE AND DELINEATORS WHEN WORKING ON THAT SIDE.

-USE DELINEATORS WITH CAUTION TAPE TO CLOSE STREET ACCESS.

PROJECT NAME:
STRAND IMPROVEMENTS

PRIME CONTRACTOR:

ALL AMERICAN ASPHALT

PHONE:

951-736-7600



CITY OF HERMOSA BEACH
DEPARTMENT OF PUBLIC WORKS

RECOMMENDED BY:

ENGINEER, TRAFFIC DIVISION DATE APPROVED BY:

PERMIT ENGINEER, OPERATIONS SUPPORT DIVISION DATE

DESCRIPTION OF REVISION
1. PER CITY REQUEST, SHOW PLAN PHASING WORK.

DATE
CITY APPROVED
SEAL



1-800-227-2600



JARED ROBB (909) 223-1898
patriotdinc@gmail.com

CRAIG PITTS (951) 379-2425
patriotdinc@gmail.com

APPROVED BY:
TRAFFIC ENGINEER

DRAWN BY:

CRAIG JARED

PITTS ROBB

DESIGNED BY:

CRAIG JARED

PITTS ROBB

CHECKED BY:

CRAIG JARED

PITTS ROBB

DATE:
RCE NO.:

RECOMMENDED

GRAPHIC SCALE

60 0 30 60 120

1 SHEET
4 OF 4

IN FEET

1 INCH = 69 FEET

DRAWING NO

18 - 132-1

To: Lucho Rodriguez[lrodriguez@hermosabch.org]
Cc: Glen Kau[gkau@hermosabch.org]; Matt Steele[MSteele@hermosabch.org]; John Manly[jmanly@allamericanasphalt.com]; Edward Ryu[Eryu@allamericanasphalt.com]; Ben Johnson[bjohnson@allamericanasphalt.com]; Dustin Blackwell[dblackwell@andpen.com]; David Pressly[dpressly@andpen.com]
From: John Wolitarsky
Sent: Mon 11/12/2018 1:45:30 PM
Subject: Hermosa Avenue Rehabilitation and Resurfacing Project: Construction Meeting# 8 Minutes.
[Meeting 08 - Minutes.pdf](#)

Lucho,

Please find attached the minutes to construction progress meeting #8, as well as the sign-in sheet and look ahead schedule.

Should you have any questions, please don't hesitate to contact me.

Sincerely,

JOHN A. WOLITARSKY
SENIOR PROJECT MANAGER
ANDERSONPENNA | Partners in Project Delivery
1960 E. Grand Ave. Suite 370
El Segundo, CA. 90245
Office (310) 359 1203
Cell (949) 339-9154
www.andpen.com jwolitarsky@andpen.com





Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 8

Minutes

Contractor: All American Asphalt

DATE: November 06, 2018

CONTRACT SUMMARY

NTP Date: September 17, 2018

Time	Working Days	Cost	Amount
Total Original Contract Time (working days):	80	Original Contract Amount	\$2,160,864.46
Approved non-compensable delay days:	0	Additional Amt. approved through CO No. __:	\$0
Additional Time Granted through C.O. No. __:	0	Total Current Contract Amount:	\$2,160,864.46
Total Current Contract Time (working days)	80	Value Processed through Pay Application #1:	\$64,298.68
Working Days elapsed through meeting date:	36	Liquidated Damages to Date)	\$0
Working Days Remaining	44		
Current Calculated Completion Date	01-18-2019	Balance to Complete:	\$2,096,565.78

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS												
A	Preliminary Matters:	N/A														
A.1	Introductions of Key Personnel & Sign-in Sheet	N/A														
A.2	Project Overview This project will consist of street improvements along Hermosa Avenue between 10 th St. and Greenwich Village Road consisting of the following: <ul style="list-style-type: none"> • Cold-milling 3.5 inches • Asphalt concrete (AC) leveling course • Pavement fabric • Removal and replacement of curb and gutter • Construction of PCC cross-gutters • Removal and replacement of curb ramps for ADA compliance • Install Decomark and Duratherm • Install bus shelters • Traffic signal modification • Construct bulbouts • Install street furniture • Signing and striping • Double adjust manholes? 	N/A														
A.3	Overview of Schedule & Working Hours: A start date for the project will be determined Construction Hours: A. Weekdays 8:00 AM to 6:00 PM. These are the standard working hours per the city's ordinance. All parties have concurred with the start time. City's Schedule: City Hall is closed every other Friday, but CM and Inspector are available. Holidays during this Contract are: <table> <tr> <td>Labor Day</td> <td>September 03, 2018</td> </tr> <tr> <td>Columbus Day</td> <td>October 08, 2018</td> </tr> <tr> <td>Veterans Day</td> <td>November 12, 2018</td> </tr> <tr> <td>Thanksgiving</td> <td>November 22 & 23, 2018</td> </tr> <tr> <td>Christmas</td> <td>December 25, 2018</td> </tr> <tr> <td>New Year's Day</td> <td>January 01, 2019</td> </tr> </table>	Labor Day	September 03, 2018	Columbus Day	October 08, 2018	Veterans Day	November 12, 2018	Thanksgiving	November 22 & 23, 2018	Christmas	December 25, 2018	New Year's Day	January 01, 2019	N/A		
Labor Day	September 03, 2018															
Columbus Day	October 08, 2018															
Veterans Day	November 12, 2018															
Thanksgiving	November 22 & 23, 2018															
Christmas	December 25, 2018															
New Year's Day	January 01, 2019															



Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 8

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
A.4	<p>Chain of Communication & Emergency Contacts.</p> <p>City: Lucho Rodriguez, P.E. Deputy City Engineer 1315 Valley Drive Hermosa Beach 90254 lrodriguez@hermosabch.org</p> <p>Contractor: Ben Johnson Public works Foreman All American Asphalt 400 East Sixth Street Corona, CA. 92879 Phone: (951) 232-3953 Email: Bjohnson@allamericanasphalt.com</p> <p>Construction Manager: John A. Wolitarsky Anderson Penna Partners, Inc. 1960 E. Grand Avenue, Suite 300 El Segundo, CA 90245 Cell: (949) 339-9154 jwolitarsky@andpen.com</p>	N/A		
A.5	<p>Contractor's Representative</p> <p>To be determined Public Works Foreman will be the contractor's representative and will be the point of contact for the project</p> <p>-Identify Individual and obtain contact information.</p>	AAA		
A.6	<p>Meeting Minute Format</p> <p>The meeting minutes will follow the format of the meeting agenda and will include a list of all meeting attendees. The meeting minutes will also include any required actions and their associated deadlines and the status of each item. As-built will be discussed every week</p>	APP		
B	Local Services & Permit Coordination			
B.1	<p>City of Hermosa Beach Encroachment Permit and City license required</p> <p>-Notice with city</p>	AAA		
B.2	<p>Police</p> <p>The Police must be notified of any work that affects their operations or the roadways.</p>	AAA	As Applicable	
B.3	<p>Fire / EMT/Hospital</p> <p>The Fire Department must be notified of any work that affects their operations or the roadways.</p>	AAA, APP	As Applicable	
B.4	<p>Street Sweeper</p> <p>City to halt street sweeping at construction areas.</p>	City		
C	Utility Coordination			
C.1	<p>Water</p> <p>All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
C.2	<p>Electrical</p> <p>All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
C.3	<p>Sewer</p> <p>All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
C.4	<p>Phone / Data</p> <p>All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
D	Public Relations and Notifications		ONGOING	
D.1	<p>Construction Notices / Public Notifications / Flyers/ CMS Sign(s)</p> <ul style="list-style-type: none"> Three CMS Signs at project beginning: one at each end of project section (two provide by AAA and one purchased by City) 	AAA City APP	ASAP	
D.2	<p>PR Mitigation Measures</p> <p>Daily clean-up of project, with special care that nothing is left unfinished over a weekend.</p> <ul style="list-style-type: none"> Logged in mural complaint at 17th Street by homeowner. AAA to mitigate. 	City	N/A	



Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 8

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
D.3	Truck Route Approved truck route given to contractor (see attached to Meeting No 2)	AAA	ONGOING	
E	Safety & Security			
E.1	Health & Safety Plan (HASP)	AAA		
E.2	Traffic Safety / Control Devices/ Signs The current WATCH Manual must be used for traffic safety, control devices, and signs as per S-1.05	AAA		
E.3	Trench Safety & Shoring	N/A		
E.4	Security	AAA		
F	Contract Administration			
F.1	NTP Notice to Perform start date was September 17, 2018			CLOSED
F.2	Establishment of Contract Time and Completion Date Estimated project end date is January 18, 2019.			
F.2.1	Liquidated Damages: \$1,000.00 per Day			
F.3	Schedule – Contractor's Project Schedule Revised schedule submitted and being reviewed. It was requested that AAA revise schedule to reflect ramp locations. -AAA to submit revised schedule by end of day, Oct 16. Revised schedule is received but needs to match the 2 week look ahead schedule. AAA to revise and resubmit. -The revised schedule was again requested as well as traffic control plans for concrete work on the strand. -Strand traffic control plan submitted. To be reviewed and sent back to AAA. -Revised schedule submitted prior to meeting. Discussed possibility of moving up concrete demo work on strand. AAA to verify notifications required prior to strand improvements starting.	AAA	ASAP	
F.4	Look Ahead / Progress Schedule Updates Weekly look-aheads must be provided and the progress schedule must be updated on a monthly basis. 2-week look ahead was submitted and will be uploaded to City's website (see attached) -City manager's office alerting all of sidewalk sale Nov. 16-18, 2018. Site must be clear.	AAA	Weekly	
F.5	Sub-contracts –			
F.5.1	Subcontractor List			
F.5.2	Written approval required for substitution.			
F.6	Documentation and tracking controls			
F.6.1	Protocol: All communications shall be through Construction Manager John Wolitarsky	All		
F.6.2	Naming Convention: All email subject lines must start with "CIP 16-174 –" and then include the topic of the email.			
F.6.3	Photo / Video Documentation: A photo and video survey is required prior to the start of construction.	AAA	Prior to Construction	
G	Contract Compliance			
G.1	Paperwork and Reporting requirements:	AAA	Completed	

Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 8

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
	Contractor's Daily Reports – must report daily manpower, equipment and materials (delivery tickets). Prior week submitted each Monday to John Wolitarsky (electronic submittal preferred). <i>Hours and classifications must match certified payrolls exactly.</i>		Daily, Submitted Weekly	
G.1.1	Certified Payrolls Contractor to submit weekly by mail to Project CM • CPRs are being submitted weekly.	AAA,	Ongoing	
I	Change Orders – See PCO Log (None to date):			
I.1	Process for Change Order Requests An RFI must be submitted regarding the item or work of concern, and then a CO must be requested. A CO must be approved in order to receive payment. If work is completed prior to a CO being finalized and approved, there will be no payment for that work. • Awaiting price for additional work on Pier. AAA to submit 10-25-16.	AAA, City, APP		
I.2	Claims and Protests Notification Requirements			
I.3	No CO / No Payment			
J	Submittals – See Submittal Log			
J.1	Transmission of Submittals: Transmission of submittals will continue as it has been. -2 submittals for Duratherm: discussed, pending Duratherm questions and will provide contractor with guidance soon. -Traffic Poles -Bus Shelter – Transportation companies using Hermosa Ave have been notified of construction -Trash Bins -Fire Hydrants -Cage submittal for street signal pole foundation not approved. CPE Inc. alerted and working anyway. -Re-Sent Cage submittal to engineer of record for review/approval. -City engineer claims CPE bent cage rebar in the field.	AAA		
J.2	Installation at Contractor's Risk Any installations completed prior to the approval of a submittal are installed at the Contractor's risk.	AAA		
K	RFI's – See RFI Log			
K.1	RFI Process: RFI's must be submitted to the Construction Manager, John Wolitarsky, who will coordinate the response to the RFI. A current RFI log was distributed at this meeting.	AAA, APP		
L	Project Payments			
L	Progress / Final Payments The contractor shall be entitled to full payment of only the actual quantities of contract items constructed in accordance with the plans and specifications. No payment will be made for materials on hand but not incorporated in the work. The contractor should refer to the "Progress Payments and Retention" section of the Contract for the Progress Payment Schedule. -Payment Application #1 submitted. City Engineer to process.			
L.1	Schedule of Values: Per bid schedule	AAA		
L.2	Quantity Measurement: Quantity measurements must be agreed upon by the Contractor, Inspector and Construction Manager on a monthly basis prior to progress payments.	AAA City APP	Monthly	



Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 8

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
L.3	<p>Documentation Requirements</p> <p>There will be a checklist of requirements that the Contractor must fulfill prior to approval of monthly progress applications, such as: certified payroll, as-built mark-ups, updated progress schedule, approved traffic control, clean work areas, agreement on status of change orders, etc.</p>	AAA APP		
L.3.1	<ul style="list-style-type: none"> • City backup requirements • Material Delivery Tickets: • Lien Releases: • T&M Items • CPRs and Other Monthly Reporting Documents 			
L.3.2	<p>As-Builts:</p> <p>As-builts must be updated and approved by the City Construction Manager on a weekly basis, and a final set of as-built drawings must be submitted prior to filing the Notice of Completion.</p> <p>As-Builts will be discussed at the weekly Progress Meetings. AAA will bring copy to next weekly meeting.</p>	AAA	Weekly	
L.3.3	Final Payment / Release of Retention			
M	Field Operations and Quality Control			
M.1	<p>NPDES Compliance</p> <p>Water pollution control and other environmental issues shall conform to Section 7-1.01 of the General Provisions. In addition, the contractor shall comply with the BMP Package submitted to and approved by the City.</p>	AAA		
M.2	<p>Construction and Demolition Waste Management Plan</p> <p>An approved construction and demolition waste management plan must be followed.</p>	AAA		
M.4	<p>Project Site Maintenance</p> <p>The project site must be maintained and cleaned on a daily basis since the facility is in use during construction.</p>	AAA		
M.5	<p>Construction Staging Areas</p> <p>AAA has obtained staging area from Edison</p>	AAA		Closed
M.6	Survey Monuments per S-1.19 – CC survey, include strand	AAA		
M.7	<p>Inspection and Testing</p> <p>All inspection and testing must be completed and must be shown on the project schedule.</p> <p>-Project inspector to call for inspection when required.</p>	City		
M.7.1	<p>Call-out Requirements</p> <p>72-hour notice is required for call-outs.</p>	AAA		
N	Project Closeout			
N.1	<p>As-Builts:</p> <p>The Contractor shall maintain and submit "As Built" drawings to the City prior to filing of Notice of Completion. All "As Built" changes shall be maintained on one master copy and approved and initialed <u>weekly</u> by the City Construction Manager prior to implementation in the field.</p>	AAA		
O	<p>Questions / Comments / Contractor's Items for Discussion</p> <ul style="list-style-type: none"> • City expressed displeasure with workmanship of curb ramps and requested removal and replacement of 4 to 5 ramps. Todd from AA will field verify after meeting. -City will let AAA know which ramps are unacceptable • AAA requested final direction on strand concrete color and concrete finish required. City/APP has provided direction. • City may remove Duratherm from the project • Parking meter at 15th needs to be sacked with "No Parking" sign (City to undertake work) 	N/A		



Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 8

Minutes

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
	<ul style="list-style-type: none"> City engineer wants 12"x12" mock up of proposed concrete finish at the strand prior to starting work. 			
Z.	WEEKLY/BI-WEEKLY MEETINGS:			
Z.1	Next Construction Progress Meeting: 11-13-18 at 10:00 AM	ALL		



**City of Hermosa Beach
Hermosa Avenue Pavement Resurfacing Project
Construction Progress Meeting 08**



SIGN IN LOG

DATE: November 06, 2018

Initials	Name	Title	Office/Affiliation	Phone	Cell Number	EMAIL
<i>JW</i>	John Wolitarsky		Anderson Penna Partners	949-339-9154		jwolitarsky@andpen.com
	John Manly		All American Asphalt	951-553-8354		jmanly@allamericanasphalt.com
<i>BJ</i>	Ben Johnson		All American Asphalt	951-232-3953		bjohnson@allamericanasphalt.com
	Jorge Rangel		All American Asphalt	951-570-3021		
	Todd Simon		All American Asphalt	951-757-8064		tsimon@allamericanasphalt.com
<i>LR</i>	Lucha Rodriguez		City of Hermosa Beach	310-318-0210		lrodriquez@hermosabch.org
	David Pressly		Anderson Penna Partners			dpressly@andpen.com
	Glen Kau		City of Hermosa Beach			gkau@hermosabch.org
	Edward Ryu		All American Asphalt	858-776-8840		eryu@allamericanasphalt.com
<i>MS</i>	Matt Steele		City of Hermosa Beach	310-318-0208		msteele@hermosabch.org

Leanne
Singleton

City of Hermosa
Beach



**City of Hermosa Beach
Hermosa Avenue Pavement Resurfacing Project
Construction Progress Meeting 08**



DATE: November 06, 2018

SIGN IN LOG

CURB RAMP SCHEDULE
TWO WEEK LOOK AHEAD CONSTRUCTION SCHEDULE

To: Lucho Rodriguez[lrodriguez@hermosabch.org]
Cc: Glen Kau[gkau@hermosabch.org]; Matt Steele[MSteele@hermosabch.org]; John Manly[jmanly@allamericanasphalt.com]; Edward Ryu[Eryu@allamericanasphalt.com]; Ben Johnson[bjohnson@allamericanasphalt.com]; Dustin Blackwell[dblackwell@andpen.com]; David Pressly[dpressly@andpen.com]
From: John Wolitarsky
Sent: Mon 11/5/2018 2:05:39 PM
Subject: Hermosa Avenue Rehabilitation and Resurfacing Project: Construction Progress Meeting #7 Minutes.
[Meeting 07 - Minutes.pdf](#)

Lucho,

Please find attached for your information and records a copy of the minutes for construction progress meeting #7.

Also included is the sign-in sheet and look ahead schedule.

Should you have any questions or require additional information, please don't hesitate to contact me.

Sincerely,

JOHN A. WOLITARSKY
SENIOR PROJECT MANAGER
ANDERSONPENNA | Partners in Project Delivery
1960 E. Grand Ave. Suite 370
El Segundo, CA. 90245
Office (310) 359 1203
Cell (949) 339-9154
www.andpen.com jwolitarsky@andpen.com





Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 7

MINUTES

Contractor: All American Asphalt

DATE: October 30, 2018

CONTRACT SUMMARY

NTP Date: September 17, 2018

Time	Working Days	Cost	Amount
Total Original Contract Time (working days):	80	Original Contract Amount	\$2,160,864.46
Approved non-compensable delay days:	0	Additional Amt. approved through CO No. __:	\$0
Additional Time Granted through C.O. No. __:	0	Total Current Contract Amount:	\$2,160,864.46
Total Current Contract Time (working days)	80	Value Processed through Pay Application #1:	\$64,298.68
Working Days elapsed through meeting date:	31	Liquidated Damages to Date)	\$0
Working Days Remaining	49		
Current Calculated Completion Date	01-18-2019	Balance to Complete:	\$2,096,565.78

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS												
A	Preliminary Matters:	N/A														
A.1	Introductions of Key Personnel & Sign-in Sheet	N/A														
A.2	Project Overview This project will consist of street improvements along Hermosa Avenue between 10 th St. and Greenwich Village Road consisting of the following: <ul style="list-style-type: none"> • Cold-milling 3.5 inches • Asphalt concrete (AC) leveling course • Pavement fabric • Removal and replacement of curb and gutter • Construction of PCC cross-gutters • Removal and replacement of curb ramps for ADA compliance • Install Decomark and Duratherm • Install bus shelters • Traffic signal modification • Construct bulbouts • Install street furniture • Signing and striping • Double adjust manholes? 	N/A														
A.3	Overview of Schedule & Working Hours: A start date for the project will be determined Construction Hours: A. Weekdays 8:00 AM to 6:00 PM. These are the standard working hours per the city's ordinance. All parties have concurred with the start time. City's Schedule: City Hall is closed every other Friday, but CM and Inspector are available. Holidays during this Contract are: <table> <tr> <td>Labor Day</td> <td>September 03, 2018</td> </tr> <tr> <td>Columbus Day</td> <td>October 08, 2018</td> </tr> <tr> <td>Veterans Day</td> <td>November 12, 2018</td> </tr> <tr> <td>Thanksgiving</td> <td>November 22 & 23, 2018</td> </tr> <tr> <td>Christmas</td> <td>December 25, 2018</td> </tr> <tr> <td>New Years Day</td> <td>January 01, 2019</td> </tr> </table>	Labor Day	September 03, 2018	Columbus Day	October 08, 2018	Veterans Day	November 12, 2018	Thanksgiving	November 22 & 23, 2018	Christmas	December 25, 2018	New Years Day	January 01, 2019	N/A		
Labor Day	September 03, 2018															
Columbus Day	October 08, 2018															
Veterans Day	November 12, 2018															
Thanksgiving	November 22 & 23, 2018															
Christmas	December 25, 2018															
New Years Day	January 01, 2019															



Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 7

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
A.4	<p>Chain of Communication & Emergency Contacts.</p> <p>City: Lucho Rodriguez, P.E. Deputy City Engineer 1315 Valley Drive Hermosa Beach 90254 lrodriguez@hermosabch.org</p> <p>Construction Manager: John A. Wolitarsky AndersonPenna Partners, Inc. 1960 E. Grand Avenue, Suite 300 El Segundo, CA 90245 Cell: (949) 339-9154 jwolitarsky@andpen.com</p> <p>Contractor: Ben Johnson Public works Foreman All American Asphalt. 400 East Sixth Street Corona, CA. 92879 Phone: (951) 232-3953 Email: Bjohnson@allamericanasphalt.com</p>	N/A		
A.5	<p>Contractor's Representative</p> <p>To be determined Public Works Foreman will be the contractor's representative and will be the point of contact for the project</p> <p>-Identify Individual and obtain contact information.</p>	AAA		
A.6	<p>Meeting Minute Format</p> <p>The meeting minutes will follow the format of the meeting agenda and will include a list of all meeting attendees. The meeting minutes will also include any required actions and their associated deadlines and the status of each item. As-built will be discussed every week</p>	APP		
B	Local Services & Permit Coordination			
B.1	<p>City of Hermosa Beach Encroachment Permit and City license required</p> <p>-Notice with city</p>	AAA		
B.2	<p>Police</p> <p>The Police must be notified of any work that affects their operations or the roadways.</p>	AAA	As Applicable	
B.3	<p>Fire / EMT/Hospital</p> <p>The Fire Department must be notified of any work that affects their operations or the roadways.</p>	AAA, APP	As Applicable	
B.4	<p>Street Sweeper</p> <p>City to halt street sweeping at construction areas.</p>	City		
C	Utility Coordination			
C.1	<p>Water</p> <p>All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
C.2	<p>Electrical</p> <p>All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
C.3	<p>Sewer</p> <p>All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
C.4	<p>Phone / Data</p> <p>All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
D	Public Relations and Notifications		ONGOING	
D.1	<p>Construction Notices / Public Notifications / Flyers/ CMS Sign(s)</p> <ul style="list-style-type: none"> Three CMS Signs at project beginning: one at each end of project section (two provide by AAA and one purchased by City) 	AAA City APP	ASAP	
D.2	<p>PR Mitigation Measures</p> <p>Daily clean-up of project, with special care that nothing is left unfinished over a weekend.</p> <ul style="list-style-type: none"> Logged in mural complaint at 17th Street by homeowner. AAA to mitigate. 	City	N/A	

Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 7

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
D.3	Truck Route Approved truck route given to contractor (see attached to Meeting No 2)	AAA	ONGOING	
E	Safety & Security			
E.1	Health & Safety Plan (HASP)	AAA		
E.2	Traffic Safety / Control Devices/ Signs The current WATCH Manual must be used for traffic safety, control devices, and signs as per S-1.05	AAA		
E.3	Trench Safety & Shoring	N/A		
E.4	Security	AAA		
F	Contract Administration			
F.1	NTP Notice to Perform start date was September 17, 2018			CLOSED
F.2	Establishment of Contract Time and Completion Date Estimated project end date is January 18, 2019.			
F.2.1	Liquidated Damages: \$1,000.00 per Day			
F.3	Schedule – Contractor's Project Schedule Revised schedule submitted and being reviewed. It was requested that AAA revise schedule to reflect ramp locations. -AAA to submit revised schedule by end of day, Oct 16. Revised schedule is received but needs to match the 2 week look ahead schedule. AAA to revise and resubmit. -The revised schedule was again requested as well as traffic control plans for concrete work on the strand.	AAA	ASAP	
F.4	Look Ahead / Progress Schedule Updates Weekly look-aheads must be provided and the progress schedule must be updated on a monthly basis. 2-week look ahead was submitted and will be uploaded to City's website (see attached) • City / inspector and AAA to walk site on 11-01-18 at 9:00AM to review ramps requiring replacement as well as R&R of additional sidewalk.	AAA	Weekly	
F.5	Sub-contracts –			
F.5.1	Subcontractor List			
F.5.2	Written approval required for substitution.			
F.6	Documentation and tracking controls			
F.6.1	Protocol: All communications shall be through Construction Manager John Wolitarsky	All		
F.6.2	Naming Convention: All email subject lines must start with "CIP 16-174 –" and then include the topic of the email.			
F.6.3	Photo / Video Documentation: A photo and video survey is required prior to the start of construction.	AAA	Prior to Construction	
G	Contract Compliance			
G.1	Paperwork and Reporting requirements: Contractor's Daily Reports – must report daily manpower, equipment and materials (delivery tickets). Prior week submitted each Monday to John Wolitarsky (electronic submittal preferred). <i>Hours and classifications must match certified payrolls exactly.</i>	AAA	Completed Daily, Submitted Weekly	
G.1.1	Certified Payrolls Contractor to submit weekly by mail to Project CM	AAA,	Ongoing	



Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 7

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
	<ul style="list-style-type: none"> CPRs are being submitted weekly. 			
I	Change Orders – See PCO Log (None to date):			
I.1	Process for Change Order Requests An RFI must be submitted regarding the item or work of concern, and then a CO must be requested. A CO approved in order to receive payment. If work is completed prior to a CO being finalized and approved, there will be no payment for that work. <ul style="list-style-type: none"> Awaiting proce for additional work on Pier. AAA to submit 10-25-16. 	AAA, City, APP		
I.2	Claims and Protests Notification Requirements			
I.3	No CO / No Payment			
J	Submittals – See Submittal Log			
J.1	Transmission of Submittals: Transmission of submittals will continue as it has been. -2 submittals for Duratherm: discussed, pending Duratherm questions and will provide contractor with guidance soon. -Traffic Poles -Bus Shelter – Transportation companies using Hermosa Ave have been notified of construction -Trash Bins -Fire Hydrants -AAA to send submittal for High/Early concrete mix in case it is needed.	AAA		
J.2	Installation at Contractor's Risk Any installations completed prior to the approval of a submittal are installed at the Contractor's risk.	AAA		
K	RFI's – See RFI Log			
K.1	RFI Process: RFIs must be submitted to the Construction Manager, John Wolitarsky, who will coordinate the response to the RFI. A current RFI log was distributed at this meeting.	AAA, APP		
L	Project Payments			
L	Progress / Final Payments The contractor shall be entitled to full payment of only the actual quantities of contract items constructed in accordance with the plans and specifications. No payment will be made for materials on hand but not incorporated in the work. The contractor should refer to the "Progress Payments and Retention" section of the Contract for the Progress Payment Schedule. -Payment Application #1 submitted. City Engineer to process.			
L.1	Schedule of Values: Per bid schedule	AAA		
L.2	Quantity Measurement: Quantity measurements must be agreed upon by the Contractor, Inspector and Construction Manager on a monthly basis prior to progress payments.	AAA City APP	Monthly	
L.3	Documentation Requirements There will be a checklist of requirements that the Contractor must fulfill prior to approval of monthly progress applications, such as: certified payroll, as-built mark-ups, updated progress schedule, approved traffic control, clean work areas, agreement on status of change orders, etc.	AAA APP		
L.3.1	<ul style="list-style-type: none"> City backup requirements Material Delivery Tickets: Lien Releases: T&M Items 			



Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 7

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
	<ul style="list-style-type: none"> • CPRs and Other Monthly Reporting Documents 			
L.3.2	<p>As-Builts: As-builts must be updated and approved by the City Construction Manager on a weekly basis, and a final set of as-built drawings must be submitted prior to filing the Notice of Completion. As-Builts will be discussed at the weekly Progress Meetings. AAA will bring copy to next weekly meeting.</p>	AAA	Weekly	
L.3.3	Final Payment / Release of Retention			
M	Field Operations and Quality Control			
M.1	<p>NPDES Compliance Water pollution control and other environmental issues shall conform to Section 7-1.01 of the General Provisions. In addition, the contractor shall comply with the BMP Package submitted to and approved by the City.</p>	AAA		
M.2	<p>Construction and Demolition Waste Management Plan An approved construction and demolition waste management plan must be followed.</p>	AAA		
M.4	<p>Project Site Maintenance The project site must be maintained and cleaned on a daily basis since the facility is in use during construction.</p>	AAA		
M.5	<p>Construction Staging Areas AAA has obtained staging area from Edison</p>	AAA		Closed
M.6	Survey Monuments per S-1.19 – CC survey, include strand	AAA		
M.7	<p>Inspection and Testing All inspection and testing must be completed and must be shown on the project schedule. -Project inspector to call for inspection when required.</p>	City		
M.7.1	<p>Call-out Requirements 72 hour notice is required for call-outs.</p>	AAA		
N	Project Closeout			
N.1	<p>As-Builts: The Contractor shall maintain and submit "As Built" drawings to the City prior to filing of Notice of Completion. All "As Built" changes shall be maintained on one master copy and approved and initialed <u>weekly</u> by the City Construction Manager prior to implementation in the field.</p>	AAA		
O	<p>Questions / Comments / Contractor's Items for Discussion</p> <ul style="list-style-type: none"> • City expressed displeasure with workmanship of curb ramps and requested removal and replacement of 4 to 5 ramps. Todd from AA will field verify after meeting. -City will let AAA know which ramps are unacceptable • AAA requested final direction on strand concrete color and concrete finish required. City/APP has provided direction. • Inspector to provide ramps constructed and remaining to be constructed • Parking meter at 15th needs to be sacked with "No Parking" sign (City to undertake work) • Electrical sub requested direction on existing foundation removal and placement of new foundations given existing soil conditions. RFI #8 & #9 to be prepared and sent out. 	N/A		
Z	WEEKLY/BI-WEEKLY MEETINGS:			
Z.1	Next Construction Progress Meeting: 11-06-2018 at 10:00 AM	ALL		



**City of Hermosa Beach
Hermosa Avenue Pavement Resurfacing Project
Construction Progress Meeting 07**



SIGN IN LOG

DATE: October 30, 2018

Initials	Name	Title	Office/Affiliation	Phone	Cell Number	EMAIL
<i>JW</i>	John Wolitarsky		Anderson Penna Partners	949-339-9154		jwolitarsky@andpen.com
	John Manly		All American Asphalt	951-553-8354		jmanly@allamericanasphalt.com
<i>BJ</i>	Ben Johnson		All American Asphalt	951-232-3953		bjohnson@allamericanasphalt.com
	Jorge Rangel		All American Asphalt	951-570-3021		
	Todd Simon		All American Asphalt	951-757-8064		tsimon@allamericanasphalt.com
<i>LR</i>	Lucho Rodriguez		City of Hermosa Beach	310-318-0210		lrodriguez@hermosabch.org
<i>DP</i>	David Pressly		Anderson Penna Partners	949		dpressly@andpen.com
	Glen Kau		City of Hermosa Beach			gkau@hermosabch.org
	Edward Ryu		All American Asphalt	858-776-8840		eryu@allamericanasphalt.com
<i>MS</i>	Matt Steele		City of Hermosa Beach	310-318-0208		msteele@hermosabch.org

LS *Leanne
Singleton*

*Hermosa
Beach*



**City of Hermosa Beach
Hermosa Avenue Pavement Resurfacing Project
Construction Progress Meeting 07**



HB AD0001507

SIGN IN LOG

DATE: October 30, 2018

TWO WEEK LOOK AHEAD CONSTRUCTION SCHEDULE

To: Lucho Rodriguez[lrodriguez@hermosabch.org]
Cc: Glen Kau[gkau@hermosabch.org]; Matt Steele[MSteele@hermosabch.org]; John Manly[jmanly@allamericanasphalt.com]; Todd Simon[tsimon@allamericanasphalt.com]; Edward Ryu[Eryu@allamericanasphalt.com]; Dustin Blackwell[dblackwell@andpen.com]; David Pressly[dpressly@andpen.com]
From: John Wolitarsky
Sent: Mon 10/29/2018 1:32:06 PM
Subject: Hermosa - Meeting 6 Minutes
[Meeting 06 - Minutes.pdf](#)

Lucho,

Please find attached for your information and records the minutes to constriction progress meeting #6.

Should you have any questions or require additional information, please don't hesitate to contact me.

Sincerely,

JOHN A. WOLITARSKY
SENIOR PROJECT MANAGER
ANDERSONPENNA | Partners in Project Delivery
1960 E. Grand Ave. Suite 370
El Segundo, CA. 90245
Office (310) 359 1203
Cell (949) 339-9154
www.andpen.com jwolitarsky@andpen.com





Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 6

MINUTES

Contractor: All American Asphalt

DATE: October 23, 2018

CONTRACT SUMMARY

NTP Date: September 17, 2018

Time	Working Days	Cost	Amount
Total Original Contract Time (working days):	80	Original Contract Amount	\$2,160,864.46
Approved non-compensable delay days:	0	Additional Amt. approved through CO No. __:	\$0
Additional Time Granted through C.O. No. __:	0	Total Current Contract Amount:	\$2,160,864.46
Total Current Contract Time (working days)	80	Value Processed through Pay Application #__:	\$0
Working Days elapsed through meeting date:	26	Liquidated Damages to Date)	\$0
Working Days Remaining	54		
Current Calculated Completion Date	01-18-2019	Balance to Complete:	\$2,160,864.46

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS												
A	Preliminary Matters:	N/A														
A.1	Introductions of Key Personnel & Sign-in Sheet	N/A														
A.2	Project Overview This project will consist of street improvements along Hermosa Avenue between 10 th St. and Greenwich Village Road consisting of the following: <ul style="list-style-type: none"> • Cold-milling 3.5 inches • Asphalt concrete (AC) leveling course • Pavement fabric • Removal and replacement of curb and gutter • Construction of PCC cross-gutters • Removal and replacement of curb ramps for ADA compliance • Install Decomark and Duratherm • Install bus shelters • Traffic signal modification • Construct bulbouts • Install street furniture • Signing and striping • Double adjust manholes? 	N/A														
A.3	Overview of Schedule & Working Hours: A start date for the project will be determined Construction Hours: A. Weekdays 8:00 AM to 6:00 PM. These are the standard working hours per the city's ordinance. All parties have concurred with the start time. City's Schedule: City Hall is closed every other Friday, but CM and Inspector are available. Holidays during this Contract are: <table> <tr> <td>Labor Day</td> <td>September 03, 2018</td> </tr> <tr> <td>Columbus Day</td> <td>October 08, 2018</td> </tr> <tr> <td>Veterans Day</td> <td>November 12, 2018</td> </tr> <tr> <td>Thanksgiving</td> <td>November 22 & 23, 2018</td> </tr> <tr> <td>Christmas</td> <td>December 25, 2018</td> </tr> <tr> <td>New Years Day</td> <td>January 01, 2019</td> </tr> </table>	Labor Day	September 03, 2018	Columbus Day	October 08, 2018	Veterans Day	November 12, 2018	Thanksgiving	November 22 & 23, 2018	Christmas	December 25, 2018	New Years Day	January 01, 2019	N/A		
Labor Day	September 03, 2018															
Columbus Day	October 08, 2018															
Veterans Day	November 12, 2018															
Thanksgiving	November 22 & 23, 2018															
Christmas	December 25, 2018															
New Years Day	January 01, 2019															



Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 6

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
A.4	<p>Chain of Communication & Emergency Contacts.</p> <p>City: Lucho Rodriguez, P.E. Deputy City Engineer 1315 Valley Drive Hermosa Beach 90254 lrodriguez@hermosabch.org</p> <p>Construction Manager: John A. Wolitarsky AndersonPenna Partners, Inc. 1960 E. Grand Avenue, Suite 300 El Segundo, CA 90245 Cell: (949) 339-9154 jwolitarsky@andpen.com</p> <p>Contractor: Ben Johnson Public works Foreman All American Asphalt. 400 East Sixth Street Corona, CA. 92879 Phone: (951) 232-3953 Email: Bjohnson@allamericanasphalt.com</p>	N/A		
A.5	<p>Contractor's Representative</p> <p>To be determined Public Works Foreman will be the contractor's representative and will be the point of contact for the project</p> <p>-Identify Individual and obtain contact information.</p>	AAA		
A.6	<p>Meeting Minute Format</p> <p>The meeting minutes will follow the format of the meeting agenda and will include a list of all meeting attendees. The meeting minutes will also include any required actions and their associated deadlines and the status of each item. As-built will be discussed every week</p>	APP		
B	Local Services & Permit Coordination			
B.1	<p>City of Hermosa Beach Encroachment Permit and City license required</p> <p>-Notice with city</p>	AAA		
B.2	<p>Police</p> <p>The Police must be notified of any work that affects their operations or the roadways.</p>	AAA	As Applicable	
B.3	<p>Fire / EMT/Hospital</p> <p>The Fire Department must be notified of any work that affects their operations or the roadways.</p>	AAA, APP	As Applicable	
B.4	<p>Street Sweeper</p> <p>City to halt street sweeping at construction areas.</p>	City		
C	Utility Coordination			
C.1	<p>Water</p> <p>All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
C.2	<p>Electrical</p> <p>All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
C.3	<p>Sewer</p> <p>All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
C.4	<p>Phone / Data</p> <p>All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
D	Public Relations and Notifications		ONGOING	
D.1	<p>Construction Notices / Public Notifications / Flyers/ CMS Sign(s)</p> <ul style="list-style-type: none"> Three CMS Signs at project beginning: one at each end of project section (two provide by AAA and one purchased by City) 	AAA City APP	ASAP	
D.2	<p>PR Mitigation Measures</p> <p>Daily clean-up of project, with special care that nothing is left unfinished over a weekend.</p> <ul style="list-style-type: none"> Logged in mural complaint at 17th Street by homeowner. AAA to mitigate. 	City	N/A	

Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 6

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
D.3	Truck Route Approved truck route given to contractor (see attached to Meeting No 2)	AAA	ONGOING	
E	Safety & Security			
E.1	Health & Safety Plan (HASP)	AAA		
E.2	Traffic Safety / Control Devices/ Signs The current WATCH Manual must be used for traffic safety, control devices, and signs as per S-1.05	AAA		
E.3	Trench Safety & Shoring	N/A		
E.4	Security	AAA		
F	Contract Administration			
F.1	NTP Notice to Perform start date was September 17, 2018			CLOSED
F.2	Establishment of Contract Time and Completion Date Estimated project end date is January 18, 2019.			
F.2.1	Liquidated Damages: \$1,000.00 per Day			
F.3	Schedule – Contractor's Project Schedule Revised schedule submitted and being reviewed. It was requested that AAA revise schedule to reflect ramp locations. -AAA to submit revised schedule by end of day, Oct 16. Revised schedule is received but needs to match the 2 week look ahead schedule. AAA to revise and resubmit.	AAA	ASAP	
F.4	Look Ahead / Progress Schedule Updates Weekly look-aheads must be provided and the progress schedule must be updated on a monthly basis. 2-week look ahead was submitted and will be uploaded to City's website (see attached) <ul style="list-style-type: none"> In light of LaLa Land event, AAA to slurry intersection of 11th, 13th, and 14th in order to avoid open areas at intersection. It was once again reiterated that all removals must be poured back by Friday. No open areas on weekends. Coordination with electrical sub required. Electrical sub to be invited to next progress meeting. 	AAA	Weekly	
F.5	Sub-contracts –			
F.5.1	Subcontractor List			
F.5.2	Written approval required for substitution.			
F.6	Documentation and tracking controls			
F.6.1	Protocol: All communications shall be through Construction Manager John Wolitarsky	All		
F.6.2	Naming Convention: All email subject lines must start with "CIP 16-174 –" and then include the topic of the email.			
F.6.3	Photo / Video Documentation: A photo and video survey is required prior to the start of construction.	AAA	Prior to Construction	
G	Contract Compliance			
G.1	Paperwork and Reporting requirements: Contractor's Daily Reports – must report daily manpower, equipment and materials (delivery tickets). Prior week submitted each Monday to John Wolitarsky (electronic submittal preferred). <i>Hours and classifications must match certified payrolls exactly.</i>	AAA	Completed Daily, Submitted Weekly	



Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 6

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
G.1.1	<p>Certified Payrolls Contractor to submit weekly by mail to Project CM</p> <ul style="list-style-type: none"> • CPRs are being submitted weekly. 	AAA,	Ongoing	
I	Change Orders – See PCO Log (None to date):			
I.1	<p>Process for Change Order Requests An RFI must be submitted regarding the item or work of concern, and then a CO must be requested. A CO approved in order to receive payment. If work is completed prior to a CO being finalized and approved, there will be no payment for that work.</p> <ul style="list-style-type: none"> • Awaiting proce for additional work on Pier. AAA to submit 10-25-16. 	AAA, City, APP		
I.2	Claims and Protests Notification Requirements			
I.3	No CO / No Payment			
J	Submittals – See Submittal Log			
J.1	<p>Transmission of Submittals: Transmission of submittals will continue as it has been. -2 submittals for Duratherm: discussed, pending Duratherm questions and will provide contractor with guidance soon. -Traffic Poles -Bus Shelter – Transportation companies using Hermosa Ave have been notified of construction -Trash Bins -Fire Hydrants -AAA to send submittal for High/Early concrete mix in case it is needed.</p>	AAA		
J.2	Installation at Contractor's Risk Any installations completed prior to the approval of a submittal are installed at the Contractor's risk.	AAA		
K	RFI's – See RFI Log			
K.1	<p>RFI Process: RFIs must be submitted to the Construction Manager, John Wolitarsky, who will coordinate the response to the RFI. A current RFI log was distributed at this meeting.</p>	AAA, APP		
L	Project Payments			
L	<p>Progress / Final Payments The contractor shall be entitled to full payment of only the actual quantities of contract items constructed in accordance with the plans and specifications. No payment will be made for materials on hand but not incorporated in the work. The contractor should refer to the "Progress Payments and Retention" section of the Contract for the Progress Payment Schedule. -Payment Application #1 submitted. City Engineer to process.</p>			
L.1	Schedule of Values: Per bid schedule	AAA		
L.2	<p>Quantity Measurement: Quantity measurements must be agreed upon by the Contractor, Inspector and Construction Manager on a monthly basis prior to progress payments.</p>	AAA City APP	Monthly	
L.3	<p>Documentation Requirements There will be a checklist of requirements that the Contractor must fulfill prior to approval of monthly progress applications, such as: certified payroll, as-built mark-ups, updated progress schedule, approved traffic control, clean work areas, agreement on status of change orders, etc.</p>	AAA APP		
L.3.1	<ul style="list-style-type: none"> • City backup requirements • Material Delivery Tickets: 			

Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 6

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
	<ul style="list-style-type: none"> • Lien Releases: • T&M Items • CPRs and Other Monthly Reporting Documents 			
L.3.2	<p>As-Builts: As-builts must be updated and approved by the City Construction Manager on a weekly basis, and a final set of as-built drawings must be submitted prior to filing the Notice of Completion. As-Builts will be discussed at the weekly Progress Meetings. AAA will bring copy to next weekly meeting.</p>	AAA	Weekly	
L.3.3	Final Payment / Release of Retention			
M	Field Operations and Quality Control			
M.1	<p>NPDES Compliance Water pollution control and other environmental issues shall conform to Section 7-1.01 of the General Provisions. In addition, the contractor shall comply with the BMP Package submitted to and approved by the City.</p>	AAA		
M.2	<p>Construction and Demolition Waste Management Plan An approved construction and demolition waste management plan must be followed.</p>	AAA		
M.4	<p>Project Site Maintenance The project site must be maintained and cleaned on a daily basis since the facility is in use during construction.</p>	AAA		
M.5	<p>Construction Staging Areas AAA has obtained staging area from Edison</p>	AAA		Closed
M.6	Survey Monuments per S-1.19 – CC survey, include strand	AAA		
M.7	<p>Inspection and Testing All inspection and testing must be completed and must be shown on the project schedule. -Project inspector to call for inspection when required.</p>	City		
M.7.1	<p>Call-out Requirements 72 hour notice is required for call-outs.</p>	AAA		
N	Project Closeout			
N.1	<p>As-Builts: The Contractor shall maintain and submit "As Built" drawings to the City prior to filing of Notice of Completion. All "As Built" changes shall be maintained on one master copy and approved and initialed <u>weekly</u> by the City Construction Manager prior to implementation in the field.</p>	AAA		
O	<p>Questions / Comments / Contractor's Items for Discussion</p> <ul style="list-style-type: none"> • City to look into providing AAA with parking permits -Completed • City expressed displeasure with workmanship of curb ramps and requested removal and replacement of 4 to 5 ramps. Todd from AA will field verify after meeting. -City will let AAA know which ramps are unacceptable • Discussion of inserts vs bolt down on detectable warning surface -Bolt downs are OK, need yellow detectable warnings at 16th and 24th Street -Yellow detectable warnings required at "safe to school routes" • AAA requested final direction on strand concrete color and concrete finish required. City/APP to provide direction. -Will send info to AAA on this subject today. • Inspector to provide ramps constructed and remaining to be constructed 	N/A		
Z.	WEEKLY/BI-WEEKLY MEETINGS:			
Z.1	Next Construction Progress Meeting: 10-30-2018 at 10:00 AM	ALL		



City of Hermosa Beach
Hermosa Avenue Pavement Resurfacing Project
Construction Progress Meeting 06



SIGN IN LOG

DATE: October 23, 2018

Initials	Name	Title	Office/Affiliation	Phone	Cell Number	EMAIL
	John Wolitarsky		Anderson Penna Partners	949-339-9154		jwolitarsky@andpen.com
	John Manly		All American Asphalt	951-553-8354		jmanly@allamericanasphalt.com
	Ben Johnson		All American Asphalt	951-232-3953		bjohnson@allamericanasphalt.com
	Jorge Rangel		All American Asphalt	951-570-3021		
	Todd Simon		All American Asphalt	951-757-8064		tsimon@allamericanasphalt.com
	Lucho Rodriguez		City of Hermosa Beach	310-318-0210		irodriguez@hermosabch.org
	David Pressly		Anderson Penna Partners	949 416 9382		dpressly@andpen.com
	Glen Kau		City of Hermosa Beach			gkau@hermosabch.org
	Edward Ryu		All American Asphalt	858-776-8840		eryu@allamericanasphalt.com
	Matt Steele		City of Hermosa Beach	310-318-0208		msteele@hermosabch.org



**City of Hermosa Beach
Hermosa Avenue Pavement Resurfacing Project
Construction Progress Meeting 06**



DATE: October 23, 2018

SIGN IN LOG

CURB RAMP SCHEDULE
TWO WEEK LOOK AHEAD CONSTRUCTION SCHEDULE

OCTOBER/NOV
2018

To: Lucho Rodriguez[lrodriguez@hermosabch.org]
Cc: Glen Kau[gkau@hermosabch.org]; Matt Steele[MSteele@hermosabch.org]; John Manly[jmanly@allamericanasphalt.com]; Todd Simon[tsimon@allamericanasphalt.com]; Edward Ryu[Eryu@allamericanasphalt.com]; Dustin Blackwell[dblackwell@andpen.com]; David Pressly[dpressly@andpen.com]
From: John Wolitarsky
Sent: Mon 10/15/2018 2:21:43 PM
Subject: FW: Hermosa Beach Meeting Minutes
[Meeting 04 - Minutes.pdf](#)

Lucho,

For your information and records, please find attached meeting minutes for construction progress meeting #4 along with sign-in sheet and 2 week look ahead schedule.

Should you have any questions or require additional information, please do not hesitate to contact me.

Sincerely,

JOHN A. WOLITARSKY
SENIOR PROJECT MANAGER
ANDERSONPENNA | Partners in Project Delivery
1960 E. Grand Ave. Suite 370
El Segundo, CA. 90245
Office (310) 359 1203
Cell (949) 339-9154
www.andpen.com jwolitarsky@andpen.com





Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 4

MINUTES

Contractor: All American Asphalt

DATE: October 09, 2018

CONTRACT SUMMARY

NTP Date: September 17, 2018

Time	Working Days	Cost	Amount
Total Original Contract Time (working days):	80	Original Contract Amount	\$2,160,864.46
Approved non-compensable delay days:	0	Additional Amt. approved through CO No. __:	\$0
Additional Time Granted through C.O. No. __:	0	Total Current Contract Amount:	\$2,160,864.46
Total Current Contract Time (working days)	80	Value Processed through Pay Application #__:	\$0
Working Days elapsed through meeting date:	16	Liquidated Damages to Date)	\$0
Working Days Remaining	64		
Current Calculated Completion Date	01-18-2019	Balance to Complete:	\$2,160,864.46

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS												
A	Preliminary Matters:	N/A														
A.1	Introductions of Key Personnel & Sign-in Sheet	N/A														
A.2	Project Overview This project will consist of street improvements along Hermosa Avenue between 10 th St. and Greenwich Village Road consisting of the following: <ul style="list-style-type: none"> • Cold-milling 3.5 inches • Asphalt concrete (AC) leveling course • Pavement fabric • Removal and replacement of curb and gutter • Construction of PCC cross-gutters • Removal and replacement of curb ramps for ADA compliance • Install Decomark and Duratherm • Install bus shelters • Traffic signal modification • Construct bulbouts • Install street furniture • Signing and striping • Double adjust manholes? 	N/A														
A.3	Overview of Schedule & Working Hours: A start date for the project will be determined Construction Hours: A. Weekdays 8:00 AM to 6:00 PM. These are the standard working hours per the city's ordinance. All parties have concurred with the start time. City's Schedule: City Hall is closed every other Friday, but CM and Inspector are available. Holidays during this Contract are: <table> <tr> <td>Labor Day</td> <td>September 03, 2018</td> </tr> <tr> <td>Columbus Day</td> <td>October 08, 2018</td> </tr> <tr> <td>Veterans Day</td> <td>November 12, 2018</td> </tr> <tr> <td>Thanksgiving</td> <td>November 22 & 23, 2018</td> </tr> <tr> <td>Christmas</td> <td>December 25, 2018</td> </tr> <tr> <td>New Years Day</td> <td>January 01, 2019</td> </tr> </table>	Labor Day	September 03, 2018	Columbus Day	October 08, 2018	Veterans Day	November 12, 2018	Thanksgiving	November 22 & 23, 2018	Christmas	December 25, 2018	New Years Day	January 01, 2019	N/A		
Labor Day	September 03, 2018															
Columbus Day	October 08, 2018															
Veterans Day	November 12, 2018															
Thanksgiving	November 22 & 23, 2018															
Christmas	December 25, 2018															
New Years Day	January 01, 2019															



Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 4

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
A.4	<p>Chain of Communication & Emergency Contacts.</p> <p>City: Lucho Rodriguez, P.E. Deputy City Engineer 1315 Valley Drive Hermosa Beach 90254 lrodriguez@hermosabch.org</p> <p>Construction Manager: John A. Wolitarsky AndersonPenna Partners, Inc. 1960 E. Grand Avenue, Suite 300 El Segundo, CA 90245 Cell: (949) 339-9154 jwolitarsky@andpen.com</p> <p>Contractor: John Manly Public works Foreman All American Asphalt. 400 East Sixth Street Corona, CA. 92879 Phone: (981) 757-8159 Email: jmanly@allamericanasphalt.com</p>	N/A		
A.5	<p>Contractor's Representative To be determined Public Works Foreman will be the contractor's representative and will be the point of contact for the project -Identify Individual and obtain contact information.</p>	AAA		
A.6	<p>Meeting Minute Format The meeting minutes will follow the format of the meeting agenda and will include a list of all meeting attendees. The meeting minutes will also include any required actions and their associated deadlines and the status of each item. As-built will be discussed every week</p>	APP		
B	Local Services & Permit Coordination			
B.1	<p>City of Hermosa Beach Encroachment Permit and City license required -Notice with city</p>	AAA		
B.2	<p>Police The Police must be notified of any work that affects their operations or the roadways.</p>	AAA	As Applicable	
B.3	<p>Fire / EMT/Hospital The Fire Department must be notified of any work that affects their operations or the roadways.</p>	AAA, APP	As Applicable	
B.4	<p>Street Sweeper City to halt street sweeping at construction areas.</p>	City		
C	Utility Coordination			
C.1	<p>Water All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
C.2	<p>Electrical All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
C.3	<p>Sewer All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
C.4	<p>Phone / Data All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
D	Public Relations and Notifications		ONGOING	
D.1	<p>Construction Notices / Public Notifications / Flyers/ CMS Sign(s)</p> <ul style="list-style-type: none"> ▪ Three CMS Signs at project beginning: one at each end of project section (two provide by AAA and one purchased by City) 	AAA City APP	ASAP	
D.2	<p>PR Mitigation Measures Daily clean-up of project, with special care that nothing is left unfinished over a weekend.</p>	City	N/A	

Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 4

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
D.3	Truck Route Approved truck route given to contractor (see attached to Meeting No 2)	AAA	ONGOING	
E	Safety & Security			
E.1	Health & Safety Plan (HASP)	AAA		
E.2	Traffic Safety / Control Devices/ Signs The current WATCH Manual must be used for traffic safety, control devices, and signs as per S-1.05	AAA		
E.3	Trench Safety & Shoring	N/A		
E.4	Security	AAA		
F	Contract Administration			
F.1	NTP Notice to Perform start date was September 17, 2018			CLOSED
F.2	Establishment of Contract Time and Completion Date Estimated project end date is January 18, 2019.			
F.2.1	Liquidated Damages: \$1,000.00 per Day			
F.3	Schedule – Contractor's Project Schedule Revised schedule submitted and being reviewed. It was requested that AAA revise schedule to reflect ramp locations.	AAA	ASAP	
F.4	Look Ahead / Progress Schedule Updates Weekly look-aheads must be provided and the progress schedule must be updated on a monthly basis. 2-week look ahead was submitted and will be uploaded to City's website (see attached)	AAA	Weekly	
F.5	Sub-contracts –			
F.5.1	Subcontractor List			
F.5.2	Written approval required for substitution.			
F.6	Documentation and tracking controls			
F.6.1	Protocol: All communications shall be through Construction Manager John Wolitarsky	All		
F.6.2	Naming Convention: All email subject lines must start with "CIP 16-174 –" and then include the topic of the email.			
F.6.3	Photo / Video Documentation: A photo and video survey is required prior to the start of construction.	AAA	Prior to Construction	
G	Contract Compliance			
G.1	Paperwork and Reporting requirements: Contractor's Daily Reports – must report daily manpower, equipment and materials (delivery tickets). Prior week submitted each Monday to John Wolitarsky (electronic submittal preferred). <i>Hours and classifications must match certified payrolls exactly.</i>	AAA	Completed Daily, Submitted Weekly	
G.1.1	Certified Payrolls Contractor to submit weekly by mail to Project CM -Certified payrolls not yet received. It was requested that certified payrolls be submitted this week.	AAA, City, APP	Monthly	
I	Change Orders – See PCO Log (None to date):			
I.1	Process for Change Order Requests An RFI must be submitted regarding the item or work of concern, and then a CO must be requested. A CO approved in order to receive payment. If work is completed prior	AAA, City, APP		



Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 4

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
	to a CO being finalized and approved, there will be no payment for that work.			
I.2	Claims and Protests Notification Requirements			
I.3	No CO / No Payment			
J	Submittals – See Submittal Log			
J.1	Transmission of Submittals: Transmission of submittals will continue as it has been. -2 submittals for Duratherm: discussed, pending Duratherm questions and will provide contractor with guidance soon. -Traffic Poles -Bus Shelter – Transportation companies using Hermosa Ave have been notified of construction -Trash Bins -Fire Hydrants -AAA to send submittal for High/Early concrete mix in case it is needed.	AAA		
J.2	Installation at Contractor's Risk Any installations completed prior to the approval of a submittal are installed at the Contractor's risk.	AAA		
K	RFI's – See RFI Log			
K.1	RFI Process: RFIs must be submitted to the Construction Manager, John Wolitarsky, who will coordinate the response to the RFI. A current RFI log was distributed at this meeting.	AAA, APP		
L	Project Payments			
L	Progress / Final Payments The contractor shall be entitled to full payment of only the actual quantities of contract items constructed in accordance with the plans and specifications. No payment will be made for materials on hand but not incorporated in the work. The contractor should refer to the "Progress Payments and Retention" section of the Contract for the Progress Payment Schedule.			
L.1	Schedule of Values: Per bid schedule	AAA		
L.2	Quantity Measurement: Quantity measurements must be agreed upon by the Contractor, Inspector and Construction Manager on a monthly basis prior to progress payments.	AAA City APP	Monthly	
L.3	Documentation Requirements There will be a checklist of requirements that the Contractor must fulfill prior to approval of monthly progress applications, such as: certified payroll, as-built mark-ups, updated progress schedule, approved traffic control, clean work areas, agreement on status of change orders, etc.	AAA APP		
L.3.1	<ul style="list-style-type: none"> • City backup requirements • Material Delivery Tickets: • Lien Releases: • T&M Items • CPRs and Other Monthly Reporting Documents 			
L.3.2	As-Builts: As-builts must be updated and approved by the City Construction Manager on a weekly basis, and a final set of as-built drawings must be submitted prior to filing the Notice of Completion. As-Builts will be discussed at the weekly Progress Meetings. See Submittal Log	AAA	Weekly	
L.3.3	Final Payment / Release of Retention			



Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 4

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
M	Field Operations and Quality Control			
M.1	NPDES Compliance Water pollution control and other environmental issues shall conform to Section 7-1.01 of the General Provisions. In addition, the contractor shall comply with the BMP Package submitted to and approved by the City.	AAA		
M.2	Construction and Demolition Waste Management Plan An approved construction and demolition waste management plan must be followed.	AAA		
M.4	Project Site Maintenance The project site must be maintained and cleaned on a daily basis since the facility is in use during construction.	AAA		
M.5	Construction Staging Areas AAA has obtained staging area from Edison	AAA		Closed
M.6	Survey Monuments per S-1.19 – CC survey, include strand	AAA		
M.7	Inspection and Testing All inspection and testing must be completed and must be shown on the project schedule.	City		
M.7.1	Call-out Requirements 72 hour notice is required for call-outs.	AAA		
N	Project Closeout			
N.1	As-Builts: The Contractor shall maintain and submit "As Built" drawings to the City prior to filing of Notice of Completion. All "As Built" changes shall be maintained on one master copy and approved and initialed <u>weekly</u> by the City Construction Manager prior to implementation in the field.	AAA		
O	Questions / Comments / Contractor's Items for Discussion <ul style="list-style-type: none"> City to look into providing AAA with parking permits -Completed City expressed displeasure with workmanship of curb ramps and requested removal and replacement of 4 to 5 ramps. Todd from AA will field verify after meeting. -Follow up Field meeting scheduled with Michael Baker & Associates to discuss design issues on ramps and obtain solutions. Discussion of inserts vs bolt down on detectable warning surface -Follow up AAA requested final direction on strand concrete color and concrete finish required. City/APP to provide direction. -Follow up To date, 10 ramps completed, 6 removed, and 30 left to construct 	N/A		
Z.	WEEKLY/BI-WEEKLY MEETINGS:			
Z.1	Next Construction Progress Meeting: October 16, 2018 at 10:00AM	ALL		



**City of Hermosa Beach
Hermosa Avenue Pavement Resurfacing Project
Construction Progress Meeting 04**



SIGN IN LOG

DATE: October, 09, 2018

Initials	Name	Title	Office/Affiliation	Phone	Cell Number	EMAIL
<i>JN</i>	John Wolitarsky		Anderson Penna Partners	949-339-9154		jwolitarsky@andpen.com
	John Manly		All American Asphalt	951-553-8354		jmanly@allamericanasphalt.com
<i>BZJ</i>	Ben Johnson		All American Asphalt	951-232-3953		bjohnson@allamericanasphalt.com
	Jorge Rangel		All American Asphalt	951-570-3021		
	Todd Simon		All American Asphalt	951-757-8064		tsimon@allamericanasphalt.com
<i>LR</i>	Lucho Rodriguez		City of Hermosa Beach	310-318-0210		lrodriguez@hermosabch.org
<i>DH</i>	Dana Hutchens		Anderson Penna Partners	949-416-9382		dhutchins@andpen.com
	Glen Kau		City of Hermosa Beach			gkau@hermosabch.org
<i>ER</i>	Edward Ryu		All American Asphalt	858-776-8840		eryu@allamericanasphalt.com
	Matt Steele		City of Hermosa Beach	310-318-0208		msteele@hermosabch.org

CURB RAMP SCHEDULE
TWO WEEK LOOK AHEAD CONSTRUCTION SCHEDULE

OCTOBER 2018



HERMOSA AVENUE PAVEMENT RESURFACING PROJECT

City of Hermosa Beach

**PRECONSTRUCTION MEETING
10:00 AM, Wednesday, August 9, 2018**

10:00 AM, Wednesday, August 9, 2018

ՏԵՇԱՅԻ-ԱՐԴՅՈՒՆ

Initials	Name	Title	Office/Affiliation	Phone	Cell Number	Email
JAH	John A. Wolfsky	Const Manager	Anderson Penna	310-359-1703	949-339-9154	Jwolfsky@andpen.com
AK	Alvarez	Pub Director	CITY OF ITZENOSA BEACH	310.318.0288 424.465.4365	949-710-1547	Jwolfsky@hawkbk.org
TJM	Tina Mardy	Superintendent	Alf	951-877-9157		Tinamardy@All American Asphalt
MP	Mike Phillips	Police Mgr	All American Asphalt	909.844.5025		MP@All American Asphalt
LR	Lucha Rodriguez	City Dir	CITY OF HERMOSA BEACH	310.318.0260		Lrodriguez@hermosabeach.org
DB	Dustin Blechard	Officer Engineer	Alf			
MS	MATT STEELE	CITY FIELD INSPECTOR	143PW	310-318-0208		MSTEEL@Hawkbk.org
DMH	DAN HUTCHINS	INSPECTOR	APP	949-416-9382		DanHutkins@Andpen.com

To: Glen Kau[gkau@hermosabch.org]; Lucho Rodriguez[lrodriguez@hermosabch.org]
Cc: John Manly[jmanly@allamericanasphalt.com]; Edward Ryu[Eryu@allamericanasphalt.com]; Dustin Blackwell[dblackwell@andpen.com]; Dana Hutchins[dhutchins@andpen.com]
From: John Wolitarsky
Sent: Wed 8/15/2018 2:59:00 PM
Subject: Hermosa Avenue Pavement Resurfacing Project, CIP 16-174 - Meeting Minutes
[Meeting 01 - PreCon_Minutes_Rev 1.pdf](#)

Glen/Lucho,

Please see revised meeting minutes for the recent pre-construction meeting.

Contract price has been revised as well as item M.7

JOHN A. WOLITARSKY
SENIOR PROJECT MANAGER
ANDERSONPENNA | Partners in Project Delivery
1960 E. Grand Ave. Suite 370
El Segundo, CA. 90245
Office (310) 359 1203
Cell (949) 339-9154
www.andpen.com jwolitarsky@andpen.com





Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 1 (Preconstruction)

MINUTES

Contractor: All American Asphalt

DATE: August 9, 2018

CONTRACT SUMMARY

NTP Date: September 04, 2018

Time	Working Days	Cost	Amount
Total Original Contract Time (working days):	80	Original Contract Amount	\$2,160,864.46
Approved non-compensable delay days:	0	Additional Amt. approved through CO No. __:	\$0
Additional Time Granted through C.O. No. __:	0	Total Current Contract Amount:	\$2,160,864.46
Total Current Contract Time (working days)	80	Value Processed through Pay Application #__:	\$0
Working Days elapsed through meeting date:	0	Liquidated Damages to Date)	\$0
Working Days Remaining	80		
Current Calculated Completion Date	01-02-2019	Balance to Complete:	\$2,160,864.46

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS												
A	Preliminary Matters:	N/A														
A.1	Introductions of Key Personnel & Sign-in Sheet	N/A														
A.2	Project Overview This project will consist of street improvements along Hermosa Avenue between 10 th St. and Greenwich Village Road consisting of the following: <ul style="list-style-type: none"> • Cold-milling 3.5 inches • Asphalt concrete (AC) leveling course • Pavement fabric • Removal and replacement of curb and gutter • Construction of PCC cross-gutters • Removal and replacement of curb ramps for ADA compliance • Install Decomark and Duratherm • Install bus shelters • Traffic signal modification • Construct bulbouts • Install street furniture • Signing and striping • Double adjust manholes? 	N/A														
A.3	Overview of Schedule & Working Hours: A start date for the project will be determined Construction Hours: A. Weekdays 8:00 AM to 6:00 PM. These are the standard working hours per the specifications, unless otherwise authorized by the City. City's Schedule: City Hall is closed every other Friday, but CM and Inspector are available. Holidays during this Contract are: <table> <tbody> <tr> <td>Labor Day</td> <td>September 03, 2018</td> </tr> <tr> <td>Columbus Day</td> <td>October 08, 2018</td> </tr> <tr> <td>Veterans Day</td> <td>November 12, 2018</td> </tr> <tr> <td>Thanksgiving</td> <td>November 22 & 23, 2018</td> </tr> <tr> <td>Christmas</td> <td>December 25, 2018</td> </tr> <tr> <td>New Years Day</td> <td>January 01, 2019</td> </tr> </tbody> </table>	Labor Day	September 03, 2018	Columbus Day	October 08, 2018	Veterans Day	November 12, 2018	Thanksgiving	November 22 & 23, 2018	Christmas	December 25, 2018	New Years Day	January 01, 2019	N/A		
Labor Day	September 03, 2018															
Columbus Day	October 08, 2018															
Veterans Day	November 12, 2018															
Thanksgiving	November 22 & 23, 2018															
Christmas	December 25, 2018															
New Years Day	January 01, 2019															
A.4	Chain of Communication & Emergency Contacts. City: Construction Manager:	N/A														

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 1 (Preconstruction)

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
	<p>Lucho Rodriguez, P.E. Deputy City Engineer 1315 Valley Drive Hermosa Beach 90254 lrodriguez@hermosabch.org</p> <p>Contractor: John Manly Public works Foreman All American Asphalt. 400 East Sixth Street Corona, CA. 92879 Phone: (981) 757-8159 Email: jmanly@allamericanasphalt.com</p>	John A. Wolitarsky AndersonPenna Partners, Inc. 1960 E. Grand Avenue, Suite 300 El Segundo, CA 90245 Cell: (949) 339-9154 jwolitarsky@andpen.com		
A.5	Contractor's Representative To be determined Public Works Foreman will be the contractor's representative and will be the point of contact for the project	AAA		
A.6	Meeting Minute Format The meeting minutes will follow the format of the meeting agenda and will include a list of all meeting attendees. The meeting minutes will also include any required actions and their associated deadlines and the status of each item. As-built will be discussed every week	APP		
B	Local Services & Permit Coordination			
B.1	City of Hermosa Beach Encroachment Permit and City license required -Notice with city	AAA		
B.2	Police The Police must be notified of any work that affects their operations or the roadways.	AAA	As Applicable	
B.3	Fire / EMT/Hospital The Fire Department must be notified of any work that affects their operations or the roadways.	AAA, APP	As Applicable	
B.4	Street Sweeper City to halt street sweeping at construction areas.	City		
C	Utility Coordination			
C.1	Water All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.2	Electrical All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.3	Sewer All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.4	Phone / Data All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
D	Public Relations and Notifications			
D.1	Construction Notices / Public Notifications / Flyers/ CMS Sign(s) <ul style="list-style-type: none"> Four CMS Signs at project beginning: one at each end of project section 	AAA City APP	ASAP	
D.2	PR Mitigation Measures Daily clean-up of project, with special care that nothing is left unfinished over a weekend.	City	N/A	
D.3	Truck Route Traffic engineer is currently researching an appropriate truck route	City		
E	Safety & Security			

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 1 (Preconstruction)

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
E.1	Health & Safety Plan (HASP)	AAA		
E.2	Traffic Safety / Control Devices/ Signs The current WATCH Manual must be used for traffic safety, control devices, and signs as per S-1.05	AAA		
E.3	Trench Safety & Shoring	N/A		
E.4	Security	AAA		
F	Contract Administration			
F.1	NTP Notice to Perform start date is scheduled for September 04, 2018	City/ APP		
F.2	Establishment of Contract Time and Completion Date Estimated project end date is January 02, 2019.			
F.2.1	Liquidated Damages:			
F.3	Schedule – Contractor's Project Schedule AAA to work on project schedule and will provide to APP next week.	AAA	ASAP	
F.4	Look Ahead / Progress Schedule Updates Weekly look-aheads must be provided and the progress schedule must be updated on a monthly basis.	AAA	Weekly	
F.5	Sub-contracts –			
F.5.1	Subcontractor List			
F.5.2	Written approval required for substitution.			
F.6	Documentation and tracking controls			
F.6.1	Protocol: All communications shall be through Construction Manager John Wolitarsky	All		
F.6.2	Naming Convention: All email subject lines must start with "CIP 16-174 –" and then include the topic of the email.			
F.6.3	Photo / Video Documentation: A photo and video survey is required prior to the start of construction.	AAA	Prior to Construction	
G	Contract Compliance			
G.1	Paperwork and Reporting requirements: Contractor's Daily Reports – must report daily manpower, equipment and materials (delivery tickets). Prior week submitted each Monday to John Wolitarsky (electronic submittal preferred). <i>Hours and classifications must match certified payrolls exactly.</i>	AAA	Completed Daily, Submitted Weekly	
G.1.1	Certified Payrolls Contractor to submit weekly by mail to Project CM	AAA, City, APP	Monthly	
I	Change Orders – See PCO Log (None to date):			
I.1	Process for Change Order Requests An RFI must be submitted regarding the item or work of concern, and then a CO must be requested. A CO approved in order to receive payment. If work is completed prior to a CO being finalized and approved, there will be no payment for that work.	AAA, City, APP		
I.2	Claims and Protests Notification Requirements			
I.3	No CO / No Payment			
J	Submittals – See Submittal Log			
J.1	Transmission of Submittals: Transmission of submittals will continue as it has been. -2 submittals for Duratherm	AAA		

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 1 (Preconstruction)

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
	-Traffic Poles -Bus Shelter -Trash Bins -Fire Hydrants			
J.2	Installation at Contractor's Risk Any installations completed prior to the approval of a submittal are installed at the Contractor's risk.	AAA		
K	RFI's – See RFI Log			
K.1	RFI Process: RFIs must be submitted to the Construction Manager, John Wolitarsky, who will coordinate the response to the RFI. A current RFI log was distributed at this meeting.	AAA, APP		
L	Project Payments			
L	Progress / Final Payments The contractor shall be entitled to full payment of only the actual quantities of contract items constructed in accordance with the plans and specifications. No payment will be made for materials on hand but not incorporated in the work. The contractor should refer to the "Progress Payments and Retention" section of the Contract for the Progress Payment Schedule.			
L.1	Schedule of Values: Per bid schedule Manhole Adjustments. Extra work to be added at pier	AAA		
L.2	Quantity Measurement: Quantity measurements must be agreed upon by the Contractor, Inspector and Construction Manager on a monthly basis prior to progress payments.	AAA City APP	Monthly	
L.3	Documentation Requirements There will be a checklist of requirements that the Contractor must fulfill prior to approval of monthly progress applications, such as: certified payroll, as-built mark-ups, updated progress schedule, approved traffic control, clean work areas, agreement on status of change orders, etc.	AAA APP		
L.3.1	<ul style="list-style-type: none"> • City backup requirements • Material Delivery Tickets: • Lien Releases: • T&M Items • CPRs and Other Monthly Reporting Documents 			
L.3.2	As-Builts: As-builts must be updated and approved by the City Construction Manager on a weekly basis, and a final set of as-built drawings must be submitted prior to filing the Notice of Completion. As-Builts will be discussed at the weekly Progress Meetings. See Submittal Log	AAA	Weekly	
L.3.3	Final Payment / Release of Retention			
M	Field Operations and Quality Control			
M.1	NPDES Compliance Water pollution control and other environmental issues shall conform to Section 7-1.01 of the General Provisions. In addition, the contractor shall comply with the BMP Package submitted to and approved by the City.	AAA		
M.2	Construction and Demolition Waste Management Plan An approved construction and demolition waste management plan must be followed.	AAA		
M.4	Project Site Maintenance The project site must be maintained and cleaned on a daily basis since the facility is in use during construction.	AAA		
M.5	Construction Staging Areas	City / APP		Open

Project Name: Hermosa Avenue Pavement Resurfacing Project
City Project Number: CIP 16-174
CONSTRUCTION PROGRESS MEETING NO. 1 (Preconstruction)

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
	The City and APP will investigate possible staging areas.			
M.6	Survey Monuments per S-1.19 – CC survey, include strand	AAA		
M.7	Inspection and Testing All inspection and testing must be completed and must be shown on the project schedule.	City		
M.7.1	Call-out Requirements 72 hour notice is required for call-outs.	AAA		
N	Project Closeout			
N.1	As-Builts: The Contractor shall maintain and submit "As Built" drawings to the City prior to filing of Notice of Completion. All "As Built" changes shall be maintained on one master copy and approved and initialed <u>weekly</u> by the City Construction Manager prior to implementation in the field.	AAA		
O	Questions / Comments / Contractor's Items for Discussion	N/A		
Z	WEEKLY/BI-WEEKLY MEETINGS:			
Z.1	Next Construction Progress Meeting: TBA	N/A		

To: Lucho Rodriguez[lrodriguez@hermosabch.org]
Cc: Glen Kau[gkau@hermosabch.org]; John Manly[jmanly@allamericanasphalt.com]; Todd Simon[tsimon@allamericanasphalt.com]; Edward Ryu[Eryu@allamericanasphalt.com]; Dustin Blackwell[dblackwell@andpen.com]; David Pressly[dpressly@andpen.com]
From: John Wolitarsky
Sent: Fri 10/19/2018 2:31:46 PM
Subject: Hermosa Beach, Hermosa Ave, Meeting 5 Minutes
[Meeting 05 - Minutes.pdf](#)

Lucho,

Please find attached for your review and information, minutes for construction progress meeting #5 along with the sign in sheet and 2 week look ahead schedule.

Should you have any questions, please don't hesitate to contact me.

Sincerely,

JOHN A. WOLITARSKY
SENIOR PROJECT MANAGER
ANDERSONPENNA | Partners in Project Delivery
1960 E. Grand Ave. Suite 370
El Segundo, CA. 90245
Office (310) 359 1203
Cell (949) 339-9154
www.andpen.com jwolitarsky@andpen.com





Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 5

MINUTES

Contractor: All American Asphalt

DATE: October 16, 2018

CONTRACT SUMMARY

NTP Date: September 17, 2018

Time	Working Days	Cost	Amount
Total Original Contract Time (working days):	80	Original Contract Amount	\$2,160,864.46
Approved non-compensable delay days:	0	Additional Amt. approved through CO No. __:	\$0
Additional Time Granted through C.O. No. __:	0	Total Current Contract Amount:	\$2,160,864.46
Total Current Contract Time (working days)	80	Value Processed through Pay Application #__:	\$0
Working Days elapsed through meeting date:	21	Liquidated Damages to Date)	\$0
Working Days Remaining	59		
Current Calculated Completion Date	01-18-2019	Balance to Complete:	\$2,160,864.46

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS												
A	Preliminary Matters:	N/A														
A.1	Introductions of Key Personnel & Sign-in Sheet	N/A														
A.2	Project Overview This project will consist of street improvements along Hermosa Avenue between 10 th St. and Greenwich Village Road consisting of the following: <ul style="list-style-type: none"> • Cold-milling 3.5 inches • Asphalt concrete (AC) leveling course • Pavement fabric • Removal and replacement of curb and gutter • Construction of PCC cross-gutters • Removal and replacement of curb ramps for ADA compliance • Install Decomark and Duratherm • Install bus shelters • Traffic signal modification • Construct bulbouts • Install street furniture • Signing and striping • Double adjust manholes? 	N/A														
A.3	Overview of Schedule & Working Hours: A start date for the project will be determined Construction Hours: A. Weekdays 8:00 AM to 6:00 PM. These are the standard working hours per the city's ordinance. All parties have concurred with the start time. City's Schedule: City Hall is closed every other Friday, but CM and Inspector are available. Holidays during this Contract are: <table> <tr> <td>Labor Day</td> <td>September 03, 2018</td> </tr> <tr> <td>Columbus Day</td> <td>October 08, 2018</td> </tr> <tr> <td>Veterans Day</td> <td>November 12, 2018</td> </tr> <tr> <td>Thanksgiving</td> <td>November 22 & 23, 2018</td> </tr> <tr> <td>Christmas</td> <td>December 25, 2018</td> </tr> <tr> <td>New Years Day</td> <td>January 01, 2019</td> </tr> </table>	Labor Day	September 03, 2018	Columbus Day	October 08, 2018	Veterans Day	November 12, 2018	Thanksgiving	November 22 & 23, 2018	Christmas	December 25, 2018	New Years Day	January 01, 2019	N/A		
Labor Day	September 03, 2018															
Columbus Day	October 08, 2018															
Veterans Day	November 12, 2018															
Thanksgiving	November 22 & 23, 2018															
Christmas	December 25, 2018															
New Years Day	January 01, 2019															



Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 5

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
A.4	<p>Chain of Communication & Emergency Contacts.</p> <p>City: Lucho Rodriguez, P.E. Deputy City Engineer 1315 Valley Drive Hermosa Beach 90254 lrodriguez@hermosabch.org</p> <p>Construction Manager: John A. Wolitarsky AndersonPenna Partners, Inc. 1960 E. Grand Avenue, Suite 300 El Segundo, CA 90245 Cell: (949) 339-9154 jwolitarsky@andpen.com</p> <p>Contractor: John Manly Public works Foreman All American Asphalt. 400 East Sixth Street Corona, CA. 92879 Phone: (981) 757-8159 Email: jmanly@allamericanasphalt.com</p>	N/A		
A.5	<p>Contractor's Representative To be determined Public Works Foreman will be the contractor's representative and will be the point of contact for the project -Identify Individual and obtain contact information.</p>	AAA		
A.6	<p>Meeting Minute Format The meeting minutes will follow the format of the meeting agenda and will include a list of all meeting attendees. The meeting minutes will also include any required actions and their associated deadlines and the status of each item. As-built will be discussed every week</p>	APP		
B	Local Services & Permit Coordination			
B.1	<p>City of Hermosa Beach Encroachment Permit and City license required -Notice with city</p>	AAA		
B.2	<p>Police The Police must be notified of any work that affects their operations or the roadways.</p>	AAA	As Applicable	
B.3	<p>Fire / EMT/Hospital The Fire Department must be notified of any work that affects their operations or the roadways.</p>	AAA, APP	As Applicable	
B.4	<p>Street Sweeper City to halt street sweeping at construction areas.</p>	City		
C	Utility Coordination			
C.1	<p>Water All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
C.2	<p>Electrical All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
C.3	<p>Sewer All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
C.4	<p>Phone / Data All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
D	Public Relations and Notifications		ONGOING	
D.1	<p>Construction Notices / Public Notifications / Flyers/ CMS Sign(s)</p> <ul style="list-style-type: none"> ▪ Three CMS Signs at project beginning: one at each end of project section (two provide by AAA and one purchased by City) 	AAA City APP	ASAP	
D.2	<p>PR Mitigation Measures Daily clean-up of project, with special care that nothing is left unfinished over a weekend.</p>	City	N/A	



Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 5

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
D.3	Truck Route Approved truck route given to contractor (see attached to Meeting No 2)	AAA	ONGOING	
E	Safety & Security			
E.1	Health & Safety Plan (HASP)	AAA		
E.2	Traffic Safety / Control Devices/ Signs The current WATCH Manual must be used for traffic safety, control devices, and signs as per S-1.05	AAA		
E.3	Trench Safety & Shoring	N/A		
E.4	Security	AAA		
F	Contract Administration			
F.1	NTP Notice to Perform start date was September 17, 2018			CLOSED
F.2	Establishment of Contract Time and Completion Date Estimated project end date is January 18, 2019.			
F.2.1	Liquidated Damages: \$1,000.00 per Day			
F.3	Schedule – Contractor's Project Schedule Revised schedule submitted and being reviewed. It was requested that AAA revise schedule to reflect ramp locations. -AAA to submit revised schedule by end of day, Oct 16.	AAA	ASAP	
F.4	Look Ahead / Progress Schedule Updates Weekly look-aheads must be provided and the progress schedule must be updated on a monthly basis. 2-week look ahead was submitted and will be uploaded to City's website (see attached) -City Manager's Office discussed upcoming events for November and wants cleanup on 10 th to 14 th street for weekend of Oct 27-28 th , 2018.	AAA	Weekly	
F.5	Sub-contracts -			
F.5.1	Subcontractor List			
F.5.2	Written approval required for substitution.			
F.6	Documentation and tracking controls			
F.6.1	Protocol: All communications shall be through Construction Manager John Wolitarsky	All		
F.6.2	Naming Convention: All email subject lines must start with "CIP 16-174 –" and then include the topic of the email.			
F.6.3	Photo / Video Documentation: A photo and video survey is required prior to the start of construction.	AAA	Prior to Construction	
G	Contract Compliance			
G.1	Paperwork and Reporting requirements: Contractor's Daily Reports – must report daily manpower, equipment and materials (delivery tickets). Prior week submitted each Monday to John Wolitarsky (electronic submittal preferred). Hours and classifications must match certified payrolls exactly.	AAA	Completed Daily, Submitted Weekly	
G.1.1	Certified Payrolls Contractor to submit weekly by mail to Project CM -Certified payrolls not yet received. It was requested that certified payrolls be submitted this week.	AAA, City, APP	Monthly	

Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 5

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
I	Change Orders – See PCO Log (None to date):			
I.1	Process for Change Order Requests An RFI must be submitted regarding the item or work of concern, and then a CO must be requested. A CO approved in order to receive payment. If work is completed prior to a CO being finalized and approved, there will be no payment for that work.	AAA, City, APP		
I.2	Claims and Protests Notification Requirements			
I.3	No CO / No Payment			
J	Submittals – See Submittal Log			
J.1	Transmission of Submittals: Transmission of submittals will continue as it has been. -2 submittals for Duratherm: discussed, pending Duratherm questions and will provide contractor with guidance soon. -Traffic Poles -Bus Shelter – Transportation companies using Hermosa Ave have been notified of construction -Trash Bins -Fire Hydrants -AAA to send submittal for High/Early concrete mix in case it is needed.	AAA		
J.2	Installation at Contractor's Risk Any installations completed prior to the approval of a submittal are installed at the Contractor's risk.	AAA		
K	RFI's – See RFI Log			
K.1	RFI Process: RFIs must be submitted to the Construction Manager, John Wolitarsky, who will coordinate the response to the RFI. A current RFI log was distributed at this meeting.	AAA, APP		
L	Project Payments			
L	Progress / Final Payments The contractor shall be entitled to full payment of only the actual quantities of contract items constructed in accordance with the plans and specifications. No payment will be made for materials on hand but not incorporated in the work. The contractor should refer to the "Progress Payments and Retention" section of the Contract for the Progress Payment Schedule. -Payment Application #1 submitted. City Engineer to process.			
L.1	Schedule of Values: Per bid schedule	AAA		
L.2	Quantity Measurement: Quantity measurements must be agreed upon by the Contractor, Inspector and Construction Manager on a monthly basis prior to progress payments.	AAA City APP	Monthly	
L.3	Documentation Requirements There will be a checklist of requirements that the Contractor must fulfill prior to approval of monthly progress applications, such as: certified payroll, as-built mark-ups, updated progress schedule, approved traffic control, clean work areas, agreement on status of change orders, etc.	AAA APP		
L.3.1	<ul style="list-style-type: none"> • City backup requirements • Material Delivery Tickets: • Lien Releases: • T&M Items • CPRs and Other Monthly Reporting Documents 			



Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 5

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
L.3.2	<p>As-Builts: As-builts must be updated and approved by the City Construction Manager on a weekly basis, and a final set of as-built drawings must be submitted prior to filing the Notice of Completion. As-Builts will be discussed at the weekly Progress Meetings. AAA will bring copy to next weekly meeting.</p>	AAA	Weekly	
L.3.3	Final Payment / Release of Retention			
M	Field Operations and Quality Control			
M.1	<p>NPDES Compliance Water pollution control and other environmental issues shall conform to Section 7-1.01 of the General Provisions. In addition, the contractor shall comply with the BMP Package submitted to and approved by the City.</p>	AAA		
M.2	<p>Construction and Demolition Waste Management Plan An approved construction and demolition waste management plan must be followed.</p>	AAA		
M.4	<p>Project Site Maintenance The project site must be maintained and cleaned on a daily basis since the facility is in use during construction.</p>	AAA		
M.5	<p>Construction Staging Areas AAA has obtained staging area from Edison</p>	AAA		Closed
M.6	Survey Monuments per S-1.19 – CC survey, include strand	AAA		
M.7	<p>Inspection and Testing All inspection and testing must be completed and must be shown on the project schedule. -Project inspector to call for inspection when required.</p>	City		
M.7.1	Call-out Requirements 72 hour notice is required for call-outs.	AAA		
N	Project Closeout			
N.1	<p>As-Builts: The Contractor shall maintain and submit "As Built" drawings to the City prior to filing of Notice of Completion. All "As Built" changes shall be maintained on one master copy and approved and initialed <u>weekly</u> by the City Construction Manager prior to implementation in the field.</p>	AAA		
O	<p>Questions / Comments / Contractor's Items for Discussion</p> <ul style="list-style-type: none"> • City to look into providing AAA with parking permits -Completed • City expressed displeasure with workmanship of curb ramps and requested removal and replacement of 4 to 5 ramps. Todd from AA will field verify after meeting. -City will let AAA know which ramps are unacceptable • Field meeting scheduled with Michael Baker & Associates to discuss design issues on ramps and obtain solutions. -Waiting on RFI #5 • Discussion of inserts vs bolt down on detectable warning surface -Bolt downs are OK, need yellow detectable warnings at 16th and 24th Street • AAA requested final direction on strand concrete color and concrete finish required. City/APP to provide direction. -Follow up • To date, 15 ramps completed, 6 removed, and 24 left to construct 	N/A		
Z	WEEKLY/BI-WEEKLY MEETINGS:			
Z.1	Next Construction Progress Meeting: October 23, 2018 at 10:00AM	ALL		



**City of Hermosa Beach
Hermosa Avenue Pavement Resurfacing Project
Construction Progress Meeting 05**



SIGN IN LOG

DATE: October, 16, 2018

<u>Initials</u>	<u>Name</u>	<u>Title</u>	<u>Office/Affiliation</u>	<u>Phone</u>	<u>Cell Number</u>	<u>EMAIL</u>
<i>JW</i>	John Wolitarsky		Anderson Penna Partners	949-339-9154		jwolitarsky@andpen.com
	John Manly		All American Asphalt	951-553-8354		jmanly@allamericanasphalt.com
<i>BJ</i>	Ben Johnson		All American Asphalt	951-232-3953		bjohnson@allamericanasphalt.com
	Jorge Rangel		All American Asphalt	951-570-3021		
	Todd Simon		All American Asphalt	951-757-8064		tsimon@allamericanasphalt.com
<i>LR</i>	Lucho Rodriguez		City of Hermosa Beach	310-318-0210		lrodriguez@hermosabch.org
<i>DP</i>	David Pressly		Anderson Penna Partners	949 416 7592		dpressly@andpen.com
	Glen Kau		City of Hermosa Beach			gkau@hermosabch.org
	Edward Ryu		All American Asphalt	858-776-8840		eryu@allamericanasphalt.com
<i>MS</i>	Matt Steele		City of Hermosa Beach	310-318-0208		msteele@hermosabch.org

LS Leanne Singleton

City of
Hermosa

310-318-0252

lsingleton@hermosabch.org

TWO WEEK LOOK AHEAD CONSTRUCTION SCHEDULE

To: Lucho Rodriguez[lrodriguez@hermosabch.org]
Cc: Glen Kau[gkau@hermosabch.org]; John Manly[jmanly@allamericanasphalt.com]; Todd Simon[tsimon@allamericanasphalt.com]; Edward Ryu[Eryu@allamericanasphalt.com]; Dustin Blackwell[dblackwell@andpen.com]; Dana Hutchins[dhutchins@andpen.com]
From: John Wolitarsky
Sent: Mon 10/8/2018 1:23:33 PM
Subject: Hermosa Beach, Hermosa Ave - Meeting 3 minutes
[Meeting 03 - Minutes.pdf](#)

Lucho,

Please see attached for your review and records the meeting minutes for construction progress meeting #3 along with the corresponding sign-in sheet.

Please let me know should you have any questions.

Sincerely,

JOHN A. WOLITARSKY
SENIOR PROJECT MANAGER
ANDERSONPENNA | Partners in Project Delivery
1960 E. Grand Ave. Suite 370
El Segundo, CA. 90245
Office (310) 359 1203
Cell (949) 339-9154
www.andpen.com jwolitarsky@andpen.com



From: Dustin Blackwell



Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 3

MINUTES

Contractor: All American Asphalt

DATE: October 02, 2018

CONTRACT SUMMARY

NTP Date: September 17, 2018

Time	Working Days	Cost	Amount
Total Original Contract Time (working days):	80	Original Contract Amount	\$2,160,864.46
Approved non-compensable delay days:	0	Additional Amt. approved through CO No. __:	\$0
Additional Time Granted through C.O. No. __:	0	Total Current Contract Amount:	\$2,160,864.46
Total Current Contract Time (working days)	80	Value Processed through Pay Application #__:	\$0
Working Days elapsed through meeting date:	11	Liquidated Damages to Date)	\$0
Working Days Remaining	69		
Current Calculated Completion Date	01-18-2019	Balance to Complete:	\$2,160,864.46

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS												
A	Preliminary Matters:	N/A														
A.1	Introductions of Key Personnel & Sign-in Sheet	N/A														
A.2	Project Overview This project will consist of street improvements along Hermosa Avenue between 10 th St. and Greenwich Village Road consisting of the following: <ul style="list-style-type: none"> • Cold-milling 3.5 inches • Asphalt concrete (AC) leveling course • Pavement fabric • Removal and replacement of curb and gutter • Construction of PCC cross-gutters • Removal and replacement of curb ramps for ADA compliance • Install Decomark and Duratherm • Install bus shelters • Traffic signal modification • Construct bulbouts • Install street furniture • Signing and striping • Double adjust manholes? 	N/A														
A.3	Overview of Schedule & Working Hours: A start date for the project will be determined Construction Hours: A. Weekdays 8:00 AM to 6:00 PM. These are the standard working hours per the city's ordinance. All parties have concurred with the start time. City's Schedule: City Hall is closed every other Friday, but CM and Inspector are available. Holidays during this Contract are: <table> <tbody> <tr> <td>Labor Day</td> <td>September 03, 2018</td> </tr> <tr> <td>Columbus Day</td> <td>October 08, 2018</td> </tr> <tr> <td>Veterans Day</td> <td>November 12, 2018</td> </tr> <tr> <td>Thanksgiving</td> <td>November 22 & 23, 2018</td> </tr> <tr> <td>Christmas</td> <td>December 25, 2018</td> </tr> <tr> <td>New Years Day</td> <td>January 01, 2019</td> </tr> </tbody> </table>	Labor Day	September 03, 2018	Columbus Day	October 08, 2018	Veterans Day	November 12, 2018	Thanksgiving	November 22 & 23, 2018	Christmas	December 25, 2018	New Years Day	January 01, 2019	N/A		
Labor Day	September 03, 2018															
Columbus Day	October 08, 2018															
Veterans Day	November 12, 2018															
Thanksgiving	November 22 & 23, 2018															
Christmas	December 25, 2018															
New Years Day	January 01, 2019															



Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 3

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
A.4	<p>Chain of Communication & Emergency Contacts.</p> <p>City: Lucho Rodriguez, P.E. Deputy City Engineer 1315 Valley Drive Hermosa Beach 90254 lrodriguez@hermosabch.org</p> <p>Construction Manager: John A. Wolitarsky AndersonPenna Partners, Inc. 1960 E. Grand Avenue, Suite 300 El Segundo, CA 90245 Cell: (949) 339-9154 jwolitarsky@andpen.com</p> <p>Contractor: John Manly Public works Foreman All American Asphalt. 400 East Sixth Street Corona, CA. 92879 Phone: (981) 757-8159 Email: jmanly@allamericanasphalt.com</p>	N/A		
A.5	<p>Contractor's Representative To be determined Public Works Foreman will be the contractor's representative and will be the point of contact for the project</p>	AAA		
A.6	<p>Meeting Minute Format The meeting minutes will follow the format of the meeting agenda and will include a list of all meeting attendees. The meeting minutes will also include any required actions and their associated deadlines and the status of each item. As-built will be discussed every week</p>	APP		
B	Local Services & Permit Coordination			
B.1	<p>City of Hermosa Beach Encroachment Permit and City license required -Notice with city</p>	AAA		
B.2	<p>Police The Police must be notified of any work that affects their operations or the roadways.</p>	AAA	As Applicable	
B.3	<p>Fire / EMT/Hospital The Fire Department must be notified of any work that affects their operations or the roadways.</p>	AAA, APP	As Applicable	
B.4	<p>Street Sweeper City to halt street sweeping at construction areas.</p>	City		
C	Utility Coordination			
C.1	<p>Water All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
C.2	<p>Electrical All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
C.3	<p>Sewer All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
C.4	<p>Phone / Data All utilities must be notified of any work that affects their services and/or property.</p>	AAA	As Applicable	
D	Public Relations and Notifications			
D.1	<p>Construction Notices / Public Notifications / Flyers/ CMS Sign(s)</p> <ul style="list-style-type: none"> ▪ Three CMS Signs at project beginning: one at each end of project section 	AAA City APP	ASAP	
D.2	<p>PR Mitigation Measures Daily clean-up of project, with special care that nothing is left unfinished over a weekend.</p>	City	N/A	
D.3	Truck Route	City		



Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 3

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
	Approved truck route given to contractor (see attached to Meeting No 2)			
E	Safety & Security			
E.1	Health & Safety Plan (HASP)	AAA		
E.2	Traffic Safety / Control Devices/ Signs The current WATCH Manual must be used for traffic safety, control devices, and signs as per S-1.05	AAA		
E.3	Trench Safety & Shoring	N/A		
E.4	Security	AAA		
F	Contract Administration			
F.1	NTP Notice to Perform start date was September 17, 2018			CLOSED
F.2	Establishment of Contract Time and Completion Date Estimated project end date is January 18, 2019.			
F.2.1	Liquidated Damages:			
F.3	Schedule – Contractor's Project Schedule Revised schedule submitted and being reviewed.	AAA	ASAP	
F.4	Look Ahead / Progress Schedule Updates Weekly look-aheads must be provided and the progress schedule must be updated on a monthly basis. AAA did not have a two week look ahead for review. They will have one at the next meeting and will submit one by the end of 10-02-2018.	AAA	Weekly	
F.5	Sub-contracts –			
F.5.1	Subcontractor List			
F.5.2	Written approval required for substitution.			
F.6	Documentation and tracking controls			
F.6.1	Protocol: All communications shall be through Construction Manager John Wolitarsky	All		
F.6.2	Naming Convention: All email subject lines must start with "CIP 16-174 –" and then include the topic of the email.			
F.6.3	Photo / Video Documentation: A photo and video survey is required prior to the start of construction.	AAA	Prior to Construction	
G	Contract Compliance			
G.1	Paperwork and Reporting requirements: Contractor's Daily Reports – must report daily manpower, equipment and materials (delivery tickets). Prior week submitted each Monday to John Wolitarsky (electronic submittal preferred). <i>Hours and classifications must match certified payrolls exactly.</i>	AAA	Completed Daily, Submitted Weekly	
G.1.1	Certified Payrolls Contractor to submit weekly by mail to Project CM	AAA, City, APP	Monthly	
I	Change Orders – See PCO Log (None to date):			
I.1	Process for Change Order Requests An RFI must be submitted regarding the item or work of concern, and then a CO must be requested. A CO approved in order to receive payment. If work is completed prior to a CO being finalized and approved, there will be no payment for that work.	AAA, City, APP		
I.2	Claims and Protests Notification Requirements			
I.3	No CO / No Payment			



Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 3

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
J	Submittals – See Submittal Log			
J.1	<p>Transmission of Submittals: Transmission of submittals will continue as it has been. -2 submittals for Duratherm: discussed, pending Duratherm questions and will provide contractor with guidance soon. -Traffic Poles -Bus Shelter – Transportation companies using Hermosa Ave have been notified of construction -Trash Bins -Fire Hydrants -AAA to send submittal for High/Early concrete mix in case it is needed.</p>	AAA		
J.2	<p>Installation at Contractor's Risk Any installations completed prior to the approval of a submittal are installed at the Contractor's risk.</p>	AAA		
K	RFI's – See RFI Log			
K.1	<p>RFI Process: RFIs must be submitted to the Construction Manager, John Wolitarsky, who will coordinate the response to the RFI. A current RFI log was distributed at this meeting.</p>	AAA, APP		
L	Project Payments			
L	<p>Progress / Final Payments The contractor shall be entitled to full payment of only the actual quantities of contract items constructed in accordance with the plans and specifications. No payment will be made for materials on hand but not incorporated in the work. The contractor should refer to the "Progress Payments and Retention" section of the Contract for the Progress Payment Schedule.</p>			
L.1	<p>Schedule of Values: Per bid schedule</p>	AAA		
L.2	<p>Quantity Measurement: Quantity measurements must be agreed upon by the Contractor, Inspector and Construction Manager on a monthly basis prior to progress payments.</p>	AAA City APP	Monthly	
L.3	<p>Documentation Requirements There will be a checklist of requirements that the Contractor must fulfill prior to approval of monthly progress applications, such as: certified payroll, as-built mark-ups, updated progress schedule, approved traffic control, clean work areas, agreement on status of change orders, etc.</p>	AAA APP		
L.3.1	<ul style="list-style-type: none"> • City backup requirements • Material Delivery Tickets: • Lien Releases: • T&M Items • CPRs and Other Monthly Reporting Documents 			
L.3.2	<p>As-Builts: As-builts must be updated and approved by the City Construction Manager on a weekly basis, and a final set of as-built drawings must be submitted prior to filing the Notice of Completion. As-Builts will be discussed at the weekly Progress Meetings. See Submittal Log</p>	AAA	Weekly	
L.3.3	Final Payment / Release of Retention			
M	Field Operations and Quality Control			
M.1	<p>NPDES Compliance Water pollution control and other environmental issues shall conform to Section 7-1.01 of the General Provisions. In addition, the contractor shall comply with the BMP Package submitted to and approved by the City.</p>	AAA		

Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 3

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
M.2	Construction and Demolition Waste Management Plan An approved construction and demolition waste management plan must be followed.	AAA		
M.4	Project Site Maintenance The project site must be maintained and cleaned on a daily basis since the facility is in use during construction.	AAA		
M.5	Construction Staging Areas AAA has obtained staging area from Edison	AAA		Closed
M.6	Survey Monuments per S-1.19 – CC survey, include strand	AAA		
M.7	Inspection and Testing All inspection and testing must be completed and must be shown on the project schedule.	City		
M.7.1	Call-out Requirements 72 hour notice is required for call-outs.	AAA		
N	Project Closeout			
N.1	As-Builts: The Contractor shall maintain and submit "As Built" drawings to the City prior to filing of Notice of Completion. All "As Built" changes shall be maintained on one master copy and approved and initialed <u>weekly</u> by the City Construction Manager prior to implementation in the field.	AAA		
O	Questions / Comments / Contractor's Items for Discussion <ul style="list-style-type: none"> City to look into providing AAA with parking permits Lucho expressed displeasure with workmanship of curbramps and requested removal and replacement of 4 to 5 ramps. Todd from AA will field verify after meeting. Field meeting scheduled with Michael Baker & Associates to discuss design issues on ramps and obtain solutions. Discussion of inserts vs bolt down on detectable warning surface AAA requested final direction on strand concrete color and concrete finish required. City/APP to provide direction. 	N/A		
Z	WEEKLY/BI-WEEKLY MEETINGS:			
Z.1	Next Construction Progress Meeting: Tuesday, October 09, 2018 at 10:00AM at Public Works Conference Room, Hermosa Beach City Hall	ALL		



**City of Hermosa Beach
Hermosa Avenue Pavement Resurfacing Project
Construction Progress Meeting 03**



SIGN IN LOG

DATE: October, 02, 2018

Initials	Name	Title	Office/Affiliation	Phone	Cell Number	EMAIL
✓	John Woltarsky		Anderson Penna Partners	949-339-9154		jwoltarsky@andpen.com
✓	John Manly		All American Asphalt	951-553-8354		jmanly@allamericanasphalt.com
✓✓	Ben Johnson		All American Asphalt	951-232-3953		bjohnson@allamericanasphalt.com
✓	Jorge Rangel		All American Asphalt	951-570-3021		
✓✓	Todd Simon		All American Asphalt	951-757-8064		tsimon@allamericanasphalt.com
✓✓	Lucho Rodriguez		City of Hermosa Beach	310-318-0210		lrodriguez@hermosabch.org
✓	Dana Hutchens		Anderson Penna Partners	949-416-9382		dhutchins@andpen.com
	Glen Kau		City of Hermosa Beach			gkau@hermosabch.org
✓	Edward Ryn		All American Asphalt	858-776-8846		ERYU@allamericanasphalt.com
✓	MATT STEELE		HB PW	310-318-0208		MSTEELE@HERMOSABCH.ORG



CITY OF HERMOSA BEACH
Hermosa Avenue Pavement Resurfacing Project

Contract No. CIP 16-174

SUBMITTAL LOG

* The intended purpose of this log is to provide a preliminary guide of required submittals. The City reserves the right to add/receive submittals as required during the project. Any submittals do not relieve the Contractor of its responsibility to provide producer/distributor drawings/submittals for all construction materials. Materials installed on the project without an approved submittal are done so at the Contractor's risk.



(Shaded area indicates Submittal closed)

Submittal ID No.	Revision No.	Description	Plan/Spec Reference	Bid Item #	Buy USA? (Y/N)	Due	Contractor to APP	APP to City	City to APP	APP to Contractor	Status	Disposition	Materials	Notes	Material Delivery Ticket?
1	C	Owner's Rpt.	211	26			7/26/18	7/26/18	7/15/18	7/15/18	CLOSED	No conditions listed			
2	C	Discussions		81			7/26/18	7/26/18	7/15/18	7/15/18	CLOSED	No conditions listed			
3	C	Permitting Information		43			7/26/18				OPEN				
4	C	Concrete Mfg. Drawings		320			7/26/18		7/15/18	7/15/18	CLOSED	No Drawings Taken			
5	C	Concrete Mfg. Drawings					7/26/18				OPEN				
6	C	Crushed Aggregate Base		3627			7/26/18		7/15/18	7/15/18	CLOSED	No Drawings Taken			
7	C	Crushed Aggregate Base					7/26/18				CLOSED	Other			
8	C	Lightweight Aggregate		144			7/26/18		7/26/18	7/15/18	CLOSED	Draw & Tech. Inv.			
9	I	Electrical Equipment		2447			7/26/18		7/15/18	7/15/18	CLOSED	No Drawings Taken - As Need			
10	C	Formed slab		2387			7/26/18				OPEN				
11	C	Formed Slab		2427			7/26/18				OPEN				
12	C	Formed Slab (concrete)					7/26/18		7/26/18	7/15/18	CLOSED	No conditions listed			
13	C	Formed Slab (concrete)					7/26/18		7/26/18	7/15/18	CLOSED	Draw & Tech. Inv.			
14	C	Formed Slab (concrete)					7/26/18		7/26/18	7/15/18	CLOSED	Draw & Tech. Inv.			
15	C	Formed Slab (concrete)					7/26/18		7/26/18	7/15/18	CLOSED	No conditions listed			
16	C	Formed Slab (concrete)					7/26/18		7/26/18	7/15/18	CLOSED	No conditions listed			
17	C	Formed Slab (concrete)					7/26/18		7/26/18	7/15/18	CLOSED	Draw & Tech. Inv.			
18	I	Crushed Concrete					7/18/18				OPEN				
19	C	Crushed Concrete					7/26/18				OPEN				
20	C	Crushed Concrete					7/26/18				OPEN				
21	I	Crushed Concrete					7/26/18				OPEN				
22	C	Crushed Concrete					7/26/18				OPEN				
23	C	Crushed Concrete					7/26/18				OPEN				
24	C	Crushed Concrete					7/26/18				OPEN				
25	C	Crushed Concrete					7/26/18				OPEN				
26	C	Crushed Concrete					7/26/18				OPEN				
27	C	Crushed Concrete					7/26/18				OPEN				
28	C	Crushed Concrete					7/26/18				OPEN				
29	C	Crushed Concrete					7/26/18				OPEN				
30	C	Crushed Concrete					7/26/18				OPEN				
31	C	Crushed Concrete					7/26/18				OPEN				
32	C	Crushed Concrete					7/26/18				OPEN				
33	C	Crushed Concrete					7/26/18				OPEN				
34	C	Crushed Concrete					7/26/18				OPEN				
35	C	Crushed Concrete					7/26/18				OPEN				
36	C	Crushed Concrete					7/26/18				OPEN				
37	C	Crushed Concrete					7/26/18				OPEN				
38	C	Crushed Concrete					7/26/18				OPEN				
39	C	Crushed Concrete					7/26/18				OPEN				
40	C	Crushed Concrete					7/26/18				OPEN				
41	C	Crushed Concrete					7/26/18				OPEN				
42	C	Crushed Concrete					7/26/18				OPEN				
43	C	Crushed Concrete					7/26/18				OPEN				
44	C	Crushed Concrete					7/26/18				OPEN				
45	C	Crushed Concrete					7/26/18				OPEN				
46	C	Crushed Concrete					7/26/18				OPEN				
47	C	Crushed Concrete					7/26/18				OPEN				
48	C	Crushed Concrete					7/26/18				OPEN				
49	C	Crushed Concrete					7/26/18				OPEN				
50	C	Crushed Concrete					7/26/18				OPEN				
51	C	Crushed Concrete					7/26/18				OPEN				
52	C	Crushed Concrete					7/26/18				OPEN				
53	C	Crushed Concrete					7/26/18				OPEN				
54	C	Crushed Concrete					7/26/18				OPEN				
55	C	Crushed Concrete					7/26/18				OPEN				
56	C	Crushed Concrete					7/26/18				OPEN				
57	C	Crushed Concrete					7/26/18				OPEN				
58	C	Crushed Concrete					7/26/18				OPEN				
59	C	Crushed Concrete					7/26/18				OPEN				
60	C	Crushed Concrete					7/26/18				OPEN				
61	C	Crushed Concrete					7/26/18				OPEN				
62	C	Crushed Concrete					7/26/18				OPEN				
63	C	Crushed Concrete					7/26/18				OPEN				
64	C	Crushed Concrete					7/26/18				OPEN				
65	C	Crushed Concrete					7/26/18				OPEN				
66	C	Crushed Concrete					7/26/18				OPEN				
67	C	Crushed Concrete					7/26/18				OPEN				
68	C	Crushed Concrete					7/26/18				OPEN				
69	C	Crushed Concrete					7/26/18				OPEN				
70	C	Crushed Concrete					7/26/18				OPEN				
71	C	Crushed Concrete					7/26/18				OPEN				
72	C	Crushed Concrete					7/26/18				OPEN				
73	C	Crushed Concrete					7/26/18				OPEN				
74	C	Crushed Concrete					7/26/18				OPEN				
75	C	Crushed Concrete					7/26/18				OPEN				
76	C	Crushed Concrete					7/26/18				OPEN				
77	C	Crushed Concrete					7/26/18				OPEN				
78	C	Crushed Concrete					7/26/18				OPEN				
79	C	Crushed Concrete					7/26/18				OPEN				
80	C	Crushed Concrete					7/26/18				OPEN				
81	C	Crushed Concrete					7/26/18				OPEN				
82	C	Crushed Concrete					7/26/18				OPEN				
83	C	Crushed Concrete					7/26/18				OPEN				
84	C	Crushed Concrete					7/26/18				OPEN				
85	C	Crushed Concrete					7/26/18				OPEN				
86	C	Crushed Concrete					7/26/18				OPEN				
87	C	Crushed Concrete					7/26/18				OPEN				
88	C	Crushed Concrete					7/26/18				OPEN				
89	C	Crushed Concrete					7/26/18				OPEN				
90	C	Crushed Concrete					7/26/18				OPEN				
91	C	Crushed Concrete					7/26/18				OPEN				
92	C	Crushed Concrete					7/26/18				OPEN				
93	C	Crushed Concrete					7/26/18				OPEN				
94	C	Crushed Concrete					7/26/18				OPEN				
95	C	Crushed Concrete					7/26/18				OPEN				
96	C	Crushed Concrete					7/26/18				OPEN				
97	C	Crushed Concrete					7/26/18				OPEN				
98	C	Crushed Concrete					7/26/18				OPEN				
99	C	Crushed Concrete					7/26/18				OPEN				
100	C	Crushed Concrete					7/26/18				OPEN				
101	C	Crushed Concrete					7/26/18				OPEN				
102	C	Crushed Concrete					7/26/18				OPEN				
103	C	Crushed Concrete					7/26/18				OPEN				
104	C	Crushed Concrete					7/26/18				OPEN				
105	C	Crushed Concrete					7/26/18				OPEN				
106	C	Crushed Concrete					7/26/18				OPEN				
107	C	Crushed Concrete					7/26/18				OPEN				
108	C	Crushed Concrete					7/26/18				OPEN				
109	C	Crushed Concrete					7/26/18				OPEN				
110	C	Crushed Concrete					7/26/18				OPEN				
111	C	Crushed Concrete					7/26/18				OPEN				
112	C	Crushed Concrete					7/26/18				OPEN				
113	C	Crushed Concrete					7/26/18				OPEN				
114	C	Crushed Concrete					7/26/18				OPEN				
115	C	Crushed Concrete					7/26/18				OPEN				
116	C	Crushed Concrete					7/26/18				OPEN				
117	C	Crushed Concrete					7/26/18								

To: Lucho Rodriguez[lrodriguez@hermosabch.org]
Cc: Glen Kau[gkau@hermosabch.org]
From: John Wolitarsky
Sent: Mon 10/1/2018 1:31:13 PM
Subject: RE: PR Request Anthony Higgins
[Meeting 02 - Minutes.pdf](#)

Lucho,

Please see attached minutes to meeting #2 which include the truck route and should address the questions posed by the resident.

JOHN A. WOLITARSKY
SENIOR PROJECT MANAGER
ANDERSONPENNA | Partners in Project Delivery
1960 E. Grand Ave. Suite 370
El Segundo, CA. 90245
Office (310) 359 1203
Cell (949) 339-9154
www.andpen.com jwolitarsky@andpen.com



From: Lucho Rodriguez <lrodriguez@hermosabch.org>
Sent: Monday, October 1, 2018 11:26 AM
To: John Wolitarsky <jwolitarsky@andpen.com>
Subject: FW: PR Request Anthony Higgins

Hello John, do you have any minutes from our meetings that talk about the truck route provided to All American.

Thanks

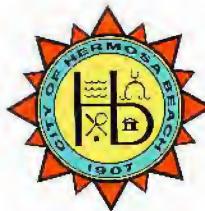
Lucho Rodriguez, P.E., QSD
Deputy City Engineer
City of Hermosa Beach
1315 Valley Drive
Hermosa Beach, CA 90254-3885
310-318-0210

From: Liz Zeigler
Sent: Monday, October 01, 2018 10:56 AM
To: Lucho Rodriguez; Glen Kau
Cc: Glen Kau
Subject: FW: PR Request Anthony Higgins

Lucho,

Higgins is asking for info regarding the Hermosa paving project currently in progress. Would you please respond to this one since you are the project manager?

Thanks,
Liz



Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 2

MINUTES

Contractor: All American Asphalt

DATE: September 25, 2018

CONTRACT SUMMARY

NTP Date: September 17, 2018

Time	Working Days	Cost	Amount
Total Original Contract Time (working days):	80	Original Contract Amount	\$2,160,864.46
Approved non-compensable delay days:	0	Additional Amt. approved through CO No. __:	\$0
Additional Time Granted through C.O. No. __:	0	Total Current Contract Amount:	\$2,160,864.46
Total Current Contract Time (working days)	80	Value Processed through Pay Application #__:	\$0
Working Days elapsed through meeting date:	6	Liquidated Damages to Date)	\$0
Working Days Remaining	74		
Current Calculated Completion Date	01-18-2019	Balance to Complete:	\$2,160,864.46

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS												
A	Preliminary Matters:	N/A														
A.1	Introductions of Key Personnel & Sign-in Sheet	N/A														
A.2	Project Overview This project will consist of street improvements along Hermosa Avenue between 10 th St. and Greenwich Village Road consisting of the following: <ul style="list-style-type: none"> • Cold-milling 3.5 inches • Asphalt concrete (AC) leveling course • Pavement fabric • Removal and replacement of curb and gutter • Construction of PCC cross-gutters • Removal and replacement of curb ramps for ADA compliance • Install Decomark and Duratherm • Install bus shelters • Traffic signal modification • Construct bulbouts • Install street furniture • Signing and striping • Double adjust manholes? 	N/A														
A.3	Overview of Schedule & Working Hours: A start date for the project will be determined Construction Hours: A. Weekdays 8:00 AM to 6:00 PM. These are the standard working hours per the specifications, unless otherwise authorized by the City. City's Schedule: City Hall is closed every other Friday, but CM and Inspector are available. Holidays during this Contract are: <table> <tbody> <tr> <td>Labor Day</td> <td>September 03, 2018</td> </tr> <tr> <td>Columbus Day</td> <td>October 08, 2018</td> </tr> <tr> <td>Veterans Day</td> <td>November 12, 2018</td> </tr> <tr> <td>Thanksgiving</td> <td>November 22 & 23, 2018</td> </tr> <tr> <td>Christmas</td> <td>December 25, 2018</td> </tr> <tr> <td>New Years Day</td> <td>January 01, 2019</td> </tr> </tbody> </table>	Labor Day	September 03, 2018	Columbus Day	October 08, 2018	Veterans Day	November 12, 2018	Thanksgiving	November 22 & 23, 2018	Christmas	December 25, 2018	New Years Day	January 01, 2019	N/A		
Labor Day	September 03, 2018															
Columbus Day	October 08, 2018															
Veterans Day	November 12, 2018															
Thanksgiving	November 22 & 23, 2018															
Christmas	December 25, 2018															
New Years Day	January 01, 2019															
A.4	Chain of Communication & Emergency Contacts. City: Construction Manager:	N/A														

Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 2

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
	<p>Lucho Rodriguez, P.E. Deputy City Engineer 1315 Valley Drive Hermosa Beach 90254 lrodriguez@hermosabch.org</p> <p>Contractor: John Manly Public works Foreman All American Asphalt. 400 East Sixth Street Corona, CA. 92879 Phone: (981) 757-8159 Email: jmanly@allamericanasphalt.com</p>	John A. Wolitarsky AndersonPenna Partners, Inc. 1960 E. Grand Avenue, Suite 300 El Segundo, CA 90245 Cell: (949) 339-9154 jwolitarsky@andpen.com		
A.5	Contractor's Representative To be determined Public Works Foreman will be the contractor's representative and will be the point of contact for the project	AAA		
A.6	Meeting Minute Format The meeting minutes will follow the format of the meeting agenda and will include a list of all meeting attendees. The meeting minutes will also include any required actions and their associated deadlines and the status of each item. As-built will be discussed every week	APP		
B	Local Services & Permit Coordination			
B.1	City of Hermosa Beach Encroachment Permit and City license required -Notice with city	AAA		
B.2	Police The Police must be notified of any work that affects their operations or the roadways.	AAA	As Applicable	
B.3	Fire / EMT/Hospital The Fire Department must be notified of any work that affects their operations or the roadways.	AAA, APP	As Applicable	
B.4	Street Sweeper City to halt street sweeping at construction areas.	City		
C	Utility Coordination			
C.1	Water All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.2	Electrical All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.3	Sewer All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
C.4	Phone / Data All utilities must be notified of any work that affects their services and/or property.	AAA	As Applicable	
D	Public Relations and Notifications			
D.1	Construction Notices / Public Notifications / Flyers/ CMS Sign(s) <ul style="list-style-type: none"> Four CMS Signs at project beginning: one at each end of project section 	AAA City APP	ASAP	
D.2	PR Mitigation Measures Daily clean-up of project, with special care that nothing is left unfinished over a weekend.	City	N/A	
D.3	Truck Route Approved truck route given to contractor (see attached to Meeting No 2)	City		
E	Safety & Security			

Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 2

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
E.1	Health & Safety Plan (HASP)	AAA		
E.2	Traffic Safety / Control Devices/ Signs The current WATCH Manual must be used for traffic safety, control devices, and signs as per S-1.05	AAA		
E.3	Trench Safety & Shoring	N/A		
E.4	Security	AAA		
F	Contract Administration			
F.1	NTP Notice to Perform start date was September 17, 2018			CLOSED
F.2	Establishment of Contract Time and Completion Date Estimated project end date is January 18, 2019.			
F.2.1	Liquidated Damages:			
F.3	Schedule – Contractor's Project Schedule Revised schedule is needed from AAA that reflects work on strand and curb ramps.	AAA	ASAP	
F.4	Look Ahead / Progress Schedule Updates Weekly look-aheads must be provided and the progress schedule must be updated on a monthly basis.	AAA	Weekly	
F.5	Sub-contracts –			
F.5.1	Subcontractor List			
F.5.2	Written approval required for substitution.			
F.6	Documentation and tracking controls			
F.6.1	Protocol: All communications shall be through Construction Manager John Wolitarsky	All		
F.6.2	Naming Convention: All email subject lines must start with "CIP 16-174 –" and then include the topic of the email.			
F.6.3	Photo / Video Documentation: A photo and video survey is required prior to the start of construction.	AAA	Prior to Construction	
G	Contract Compliance			
G.1	Paperwork and Reporting requirements: Contractor's Daily Reports – must report daily manpower, equipment and materials (delivery tickets). Prior week submitted each Monday to John Wolitarsky (electronic submittal preferred). <i>Hours and classifications must match certified payrolls exactly.</i>	AAA	Completed Daily, Submitted Weekly	
G.1.1	Certified Payrolls Contractor to submit weekly by mail to Project CM	AAA, City, APP	Monthly	
I	Change Orders – See PCO Log (None to date):			
I.1	Process for Change Order Requests An RFI must be submitted regarding the item or work of concern, and then a CO must be requested. A CO approved in order to receive payment. If work is completed prior to a CO being finalized and approved, there will be no payment for that work.	AAA, City, APP		
I.2	Claims and Protests Notification Requirements			
I.3	No CO / No Payment			
J	Submittals – See Submittal Log			
J.1	Transmission of Submittals: Transmission of submittals will continue as it has been. -2 submittals for Duratherm	AAA		



Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 2

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
	<ul style="list-style-type: none"> -Traffic Poles -Bus Shelter – Transportation companies using Hermosa Ave have been notified of construction -Trash Bins -Fire Hydrants -AAA to send submittal for High/Early concrete mix in case it is needed. 			
J.2	<p>Installation at Contractor's Risk</p> <p>Any installations completed prior to the approval of a submittal are installed at the Contractor's risk.</p>	AAA		
K	RFI's – See RFI Log			
K.1	<p>RFI Process:</p> <p>RFIs must be submitted to the Construction Manager, John Wolitarsky, who will coordinate the response to the RFI. A current RFI log was distributed at this meeting.</p>	AAA, APP		
L	Project Payments			
L	<p>Progress / Final Payments</p> <p>The contractor shall be entitled to full payment of only the actual quantities of contract items constructed in accordance with the plans and specifications. No payment will be made for materials on hand but not incorporated in the work. The contractor should refer to the "Progress Payments and Retention" section of the Contract for the Progress Payment Schedule.</p>			
L.1	<p>Schedule of Values:</p> <p>Per bid schedule</p>	AAA		
L.2	<p>Quantity Measurement:</p> <p>Quantity measurements must be agreed upon by the Contractor, Inspector and Construction Manager on a monthly basis prior to progress payments.</p>	AAA City APP	Monthly	
L.3	<p>Documentation Requirements</p> <p>There will be a checklist of requirements that the Contractor must fulfill prior to approval of monthly progress applications, such as: certified payroll, as-built mark-ups, updated progress schedule, approved traffic control, clean work areas, agreement on status of change orders, etc.</p>	AAA APP		
L.3.1	<ul style="list-style-type: none"> • City backup requirements • Material Delivery Tickets: • Lien Releases: • T&M Items • CPRs and Other Monthly Reporting Documents 			
L.3.2	<p>As-Builts:</p> <p>As-builts must be updated and approved by the City Construction Manager on a weekly basis, and a final set of as-built drawings must be submitted prior to filing the Notice of Completion.</p> <p>As-Builts will be discussed at the weekly Progress Meetings. See Submittal Log</p>	AAA	Weekly	
L.3.3	Final Payment / Release of Retention			
M	Field Operations and Quality Control			
M.1	<p>NPDES Compliance</p> <p>Water pollution control and other environmental issues shall conform to Section 7-1.01 of the General Provisions. In addition, the contractor shall comply with the BMP Package submitted to and approved by the City.</p>	AAA		
M.2	Construction and Demolition Waste Management Plan	AAA		
	<p>An approved construction and demolition waste management plan must be followed.</p>			
M.4	Project Site Maintenance	AAA		
	<p>The project site must be maintained and cleaned on a daily basis since the facility is in use during construction.</p>			

Project Name: Hermosa Avenue Pavement Resurfacing Project

City Project Number: CIP 16-174

CONSTRUCTION PROGRESS MEETING NO. 2

MINUTES

NO	DISCUSSIONS/COMMENTS	ACTION BY	DU DATE	STATUS
M.5	Construction Staging Areas AAA has obtained staging area from Edison	AAA		Closed
M.6	Survey Monuments per S-1.19 – CC survey, include strand	AAA		
M.7	Inspection and Testing All inspection and testing must be completed and must be shown on the project schedule.	City		
M.7.1	Call-out Requirements 72 hour notice is required for call-outs.	AAA		
N	Project Closeout			
N.1	As-Builts: The Contractor shall maintain and submit "As Built" drawings to the City prior to filing of Notice of Completion. All "As Built" changes shall be maintained on one master copy and approved and initialed <u>weekly</u> by the City Construction Manager prior to implementation in the field.	AAA		
O	Questions / Comments / Contractor's Items for Discussion City to look into providing AAA with parking permits	N/A		
Z.	WEEKLY/BI-WEEKLY MEETINGS:			
Z.1	Next Construction Progress Meeting: 10-02-2018, at 10:00 AM	ALL		

CONSTRUCTION PROGRESS MEETING No. 02

September 25, 2018

Hermosa Avenue Pavement Resurfacing Project

Name	Organization	Phone Number	E-Mail
John Wolitarsky	Anderson Penna Partners	949-339-9154	jwolitarsky@andpen.com
John Manly	All American Asphalt	951-553-8354	jmanly@allamericanasphalt.com
Ben Johnson	All American Asphalt	951-232-3953	bjohnson@allamericanasphalt.com
Jorge Rangel	All American Asphalt	951-570-3021	
Todd Simon	All American Asphalt	951-757-8064	tsimon@allamericanasphalt.com
Lucho Rodriguez	City of Hermosa Beach	310-318-0210	lrodriguez@hermosabch.org
Dana Hutchens	Anderson Penna Partners	949-416-9382	dhutchins@andpen.com
Glen Kau	City of Hermosa Beach		gkau@hermosabch.org

CIP 16-174
Hermosa Ave Resurfacing
Truck Route

